



VALE OF GLAMORGAN COUNCIL CABINET OFFICE

# Cabinet Quarterly Work Programme

**April 2022 – June 2022**



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## Forward Work Programme: April 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update
April	Annual Delivery Plan Monitoring Report: Quarter 3 Performance 2021/22	To present quarter 3 performance results for the period 1st April 2021 to 31st December 2021 in delivering our 2021/22 Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	Leader	No	No	Reported to Cabinet on 11 <sup>th</sup> April, 2022 Min. No. C901 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/ADP-Q3-Monitoring.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/ADP-Q3-Monitoring.pdf</a>
April	Service Plans & Target Setting to Deliver the Vale of Glamorgan Annual Delivery Plan 2022/2023	To seek Cabinet's approval for the priority actions as reflected in Service Plans and proposed service improvement targets for the period 2022/2023 that will deliver the Council's Annual Delivery Plan.	Leader	No	No	Reported to Cabinet on 11 <sup>th</sup> April, 2022 Min. No. C902 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/Service-Plans-and-Target-Setting.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/Service-Plans-and-Target-Setting.pdf</a>
April	Use of the Chief Executive's Emergency Powers	To notify Cabinet of the exercising of Emergency Powers by the Chief Executive since the last report on 14th February, 2022.	Leader	No	No	Reported to Cabinet on 11 <sup>th</sup> April, 2022 Min. No. C903 <a href="https://www.valeofglamorgan.gov.uk/D">https://www.valeofglamorgan.gov.uk/D</a>

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						<a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/Use-of-CX-Emergency-Powers.pdf">ocuments/ Committee%20Reports/Cabinet/2022/22-04-11/Use-of-CX-Emergency-Powers.pdf</a>
April	Unacceptable Actions by Citizens and Social Media Policies	To seek Cabinet's approval of the Unacceptable Actions by Citizens and Social Media Policies, prior to consideration by Scrutiny Committee (Corporate Performance & Resources) and final approval by Cabinet.	Leader	Yes (Corporate Performance and Resources)	No	Reported to Cabinet on 11 <sup>th</sup> April, 2022 Min. No. C904 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/Unacceptable-Actions-by-Citizens.pdf">https://www.valeofglamorgan.gov.uk/Documents/ Committee%20Reports/Cabinet/2022/22-04-11/Unacceptable-Actions-by-Citizens.pdf</a>
April	Public Participation Strategy	To seek endorsement of the updated Public Participation Strategy following public consultation and the publication of draft Welsh Government guidance	Leader	Yes (Corporate Performance and Resources)	No	Reported to Cabinet on 11 <sup>th</sup> April, 2022 Min. No. C905 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/Public-Participation-Strategy.pdf">https://www.valeofglamorgan.gov.uk/Documents/ Committee%20Reports/Cabinet/2022/22-04-11/Public-Participation-Strategy.pdf</a>

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update
April	Ysgol Y Deri Expansion - Acceptance of Tender	To seek Cabinet approval for the acceptance of a competitive tender for the new build works for the Ysgol Y Deri Expansion at Lower Cosmeston Farm.	Education and Regeneration	No	No	Reported to Cabinet on 11 <sup>th</sup> April, 2022 Min. Nos. C906 and C912 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/Part-I-Ysgol-y-Deri-Expansion.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/Part-I-Ysgol-y-Deri-Expansion.pdf</a>
April	Proposal to Reconfigure Nursery Provision in Penarth	To advise Cabinet of the outcome of the statutory notice to reconfigure nursery provision in Penarth and the process to be followed to allow a determination to be made.	Education and Regeneration	No	No	Reported to Cabinet on 11 <sup>th</sup> April, 2022 Min. No. C907 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/Proposal-to-Reconfigure-Nursery-Provision-in-Penarth.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/Proposal-to-Reconfigure-Nursery-Provision-in-Penarth.pdf</a>
April	Proposed Events Programme 2022-2023	To update Cabinet on the 2021-2022 Events Programme and seek approval for the 2022-2023 Events Programme	Education and Regeneration	No	No	Reported to Cabinet on 11 <sup>th</sup> April, 2022 Min. No. C908 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/Proposed-Events-Programme-2022-2023.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/Proposed-Events-Programme-2022-2023.pdf</a>

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						<a href="#">binet/2022/22-04-11/Proposed-Events-Programme.pdf</a>
April	Recommissioning of Independent Professional Advocacy Service to Children and Young People.	To seek authority to work in partnership with Cardiff City Council to recommission the existing Regional Children's Advocacy Contract, due to lapse on 30th September 2022.	Social Care and Health	No	No	Reported to Cabinet on 11 <sup>th</sup> April, 2022 Min. No. C909 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/Recommissioning-Independent-Professional-Advocacy-Service.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/Recommissioning-Independent-Professional-Advocacy-Service.pdf</a>
April	Disclosure & Barring Service (DBS) – Proposals for Elected Members	To enable Cabinet to consider proposals for DBS checks for Members.	Social Care and Health	No	No	Reported to Cabinet on 11 <sup>th</sup> April, 2022 Min. No. C910 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/DBS-Proposals-for-Elected-Members.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-11/DBS-Proposals-for-Elected-Members.pdf</a>

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update
April	Draft Multi Location Meetings Policy	To seek Cabinet approval of a Draft Multi Locations Meeting Policy and to recommend the same to Council for inclusion into the Council's Constitution.	Leader	No	Yes	Reported to Cabinet on 25 <sup>th</sup> April, 2022 Min. No. C922 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-25/Draft-Multi-Location-Meetings-Policy.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-25/Draft-Multi-Location-Meetings-Policy.pdf</a>
April	Annual Equality Monitoring Report 2020-2021.	To seek approval of the Annual Equality Monitoring Report.	Leader	Yes (Learning and Culture)	No	Reported to Cabinet on 25 <sup>th</sup> April, 2022 Min. No. C923 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-25/Annual-Equality-Monitoring.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-25/Annual-Equality-Monitoring.pdf</a>
April	Cabinet Annual Strategic Forward Work Programme June 2022 to April 2023 and Cabinet Quarterly Work Programmes – January to March 2022 and April to June 2022.	To inform Members of the Annual Strategic Forward Work Programme of the Cabinet / Council for the 12-month period June 2022 to April 2023, to inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period January to March	Leader	No	No	Reported to Cabinet on 25 <sup>th</sup> April, 2022 Min. No. C924 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-25/Cabinet-">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-25/Cabinet-</a>

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update
		2022 and to confirm the Quarterly Work Programme for April to June 2022.				<a href="#">FWP.pdf</a>
April	Disposal of Land at Murch Road, Dinas Powys for Community and Recreational Uses.	To seek authority to dispose of land by virtue of a long lease to Dinas Powys Community Council at Murch Road for community and recreational uses.	Leader	No	No	Reported to Cabinet on 25 <sup>th</sup> April, 2022 Min. No. C925 <a href="https://www.valeofglamorgan.gov.uk/Documents/_Committee%20Reports/Cabinet/2022/22-04-25/Disposal-of-Land-at-Murch-Road.pdf">https://www.valeofglamorgan.gov.uk/Documents/_Committee%20Reports/Cabinet/2022/22-04-25/Disposal-of-Land-at-Murch-Road.pdf</a>
April	Draft Model Constitution Guide.	To seek Cabinet endorsement of a draft Model Constitution Guide and to recommend to Full Council for approval.	Leader	No	Yes	Reported to Cabinet on 25 <sup>th</sup> April, 2022 Min. No. C926 <a href="https://www.valeofglamorgan.gov.uk/Documents/_Committee%20Reports/Cabinet/2022/22-04-25/22-04-25-Draft-Model-Constitution-Guide.pdf">https://www.valeofglamorgan.gov.uk/Documents/_Committee%20Reports/Cabinet/2022/22-04-25/22-04-25-Draft-Model-Constitution-Guide.pdf</a>
April	Registration Service - Civil Funerals.	To propose introducing civil funeral ceremonies, to include: 1. Extending provision of non-statutory ceremonies to include	Legal, Regulatory and Planning Services	No	No	Reported to Cabinet on 25 <sup>th</sup> April, 2022 Min. No. C927



Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update
		funerals 2. Recruiting a team of bank staff to provide civil funeral celebrants 3. Establishing fee structure for civil funerals				<a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-25/Civil-Funerals.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-04-25/Civil-Funerals.pdf</a>

## Forward Work Programme: June 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update
June	Council Tax Discretionary Relief.	To gain Cabinet's approval to continue with the existing policy in relation to Discretionary Council Tax Reduction in accordance with the provisions contained in section 13A (1) (c) of the Local Government Finance Act 1992 as amended.	Leader	No	No	Reported to Cabinet on 9 <sup>th</sup> June, 2022 Min. No. C4 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Council-Tax-Discretionary-Relief.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Council-Tax-Discretionary-Relief.pdf</a>
June	Q4 Sickness Absence Report.	To update Members of the Cabinet on the sickness absence statistics for the 12-month period from 1 April 2021 to 31 March 2022.	Leader	Yes (Corporate Performance and Resources)	No	Reported to Cabinet on 9 <sup>th</sup> June, 2022 Min. No. C5 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Q4-Sickness-Absence.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Q4-Sickness-Absence.pdf</a>
June	Appointments to Outside Bodies / Joint Committees.	To appoint / nominate representatives to the Outside Bodies / Joint Committees detailed in the report.	Leader	No	No	Reported to Cabinet on 9 <sup>th</sup> June, 2022 Min. No. C6 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Appointments-to-">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Appointments-to-</a>

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update
						<a href="#">Outside-Bodies.pdf</a>
June	Discretionary Cost of Living Scheme.	To agree a Vale of Glamorgan Scheme to distribute £825k of funding to support those most impacted by the Cost of Living crisis.	Leader	No	No	Reported to Cabinet on 9 <sup>th</sup> June, 2022 Min. No. C7 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Discretionary-Cost-of-Living-Scheme.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Discretionary-Cost-of-Living-Scheme.pdf</a>
June	Microsoft Software Licence Proposal 2022 – 2025.	To endorse the approach in implementing the benefits of the Microsoft E5 licence offer.	Leader	No	No	Reported to Cabinet on 9 <sup>th</sup> June, 2022 Min. Nos. C8 and C15 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Microsoft-Software-Licence-Proposal.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Microsoft-Software-Licence-Proposal.pdf</a>
June	Cost of Living: The Living Wage & Pay Rates for Grades One and Two Staff.	This report seeks approval from Cabinet to uplift the lowest paid pay scales (Grade 1 and 2) to adopt the current Living Wage rate, at present set at £9.90 per hour and approval to commence the process of the Council becoming an accredited employer of the Living Wage Foundation.	Leader	No	No	Reported to Cabinet on 9 <sup>th</sup> June, 2022 Min. No. C9 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Cost-of-Living.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Cost-of-Living.pdf</a>

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update
June	Strong Communities Grant Fund.	To provide Cabinet with a Progress Report on Strong Communities Grants approved since April 2020 and a summary of projects delivered under the 2017 to 2020 SCGF programme.	Sustainable Places	Yes (Environment and Regeneration)	No	Reported to Cabinet on 9 <sup>th</sup> June, 2022 Min. No. C10 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Strong-Communities-Grant-Fund.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Strong-Communities-Grant-Fund.pdf</a>
June	Award of Contracts for Supported Local Bus Services.	To advise Cabinet of the supported local bus tender exercise.	Sustainable Places	No	No	Reported to Cabinet on 9 <sup>th</sup> June, 2022 Min. Nos. C11 and C16 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Award-of-Contracts-for-Supported-Local-Bus-Services.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Award-of-Contracts-for-Supported-Local-Bus-Services.pdf</a>
June	Childcare Sufficiency Assessment (CSA) DRAFT Report 2022.	To seek approval by Cabinet to undertake a formal consultation on the DRAFT Childcare Sufficiency Assessment, in line with Welsh Government requirements.	Education, Arts and the Welsh Language	No	No	Reported to Cabinet on 9 <sup>th</sup> June, 2022 Min. No. C12 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Childcare-Sufficiency-Assessment.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Childcare-Sufficiency-Assessment.pdf</a>

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update
June	Annual Corporate Safeguarding Report: 2021/22.	To update Cabinet on the work that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council.	Social Care and Health	Yes (All Scrutiny Committees)	No	Reported to Cabinet on 9 <sup>th</sup> June, 2022 Min. No. C13 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Corporate-Safeguarding-Report.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-09/Corporate-Safeguarding-Report.pdf</a>
June	Use of the Chief Executive's Emergency Powers.	To notify Cabinet of the exercising of Emergency Powers by the Chief Executive since the last report on 11th April, 2022.	Leader	No	No	Reported to Cabinet on 23 <sup>rd</sup> June, 2022 Min. No. C21 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-23/Use-of-CX-Emergency-Powers.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-23/Use-of-CX-Emergency-Powers.pdf</a>
June	Draft Response to Welsh Government's Consultation Statutory Guidance and Directions made under the Local Government Act 2000, the Local Government (Wales) Measure 2011 and the Local Government and Elections (Wales) Act 2021.	To seek Cabinet approval for the submission of the Council's response to the above Welsh Government consultation.	Leader	Nyes (Corporate Performance and Resources)	No	Reported to Cabinet on 23 <sup>rd</sup> June, 2022 Min. No. C22 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-23/Draft-Response-to-WG-Consultation.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-23/Draft-Response-to-WG-Consultation.pdf</a>

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June	Update on Active Travel Network Map 2021 submitted to Welsh Government.	To update Cabinet on the progress of getting the Council's Active Travel Network Map (ATNM) 2021 and to approve Welsh Government proposals to further enhance the ATNM.	Sustainable Places	No	No	Reported to Cabinet on 23 <sup>rd</sup> June, 2022 Min. No. C23 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-23/Update-on-Active-Travel.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-23/Update-on-Active-Travel.pdf</a>
June	Barry Docks Transport Interchange - WelTAG Stage Three Business Case and Delivery Programme.	To update Cabinet on progress on the WelTAG Stage Three Business Case and make recommendations for the next steps.	Sustainable Places	No	No	Reported to Cabinet on 23 <sup>rd</sup> June, 2022 Min. No. C24 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-23/Barry-Docks-Transport-Interchange.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-23/Barry-Docks-Transport-Interchange.pdf</a>
June	Consultation on the proposal to Transfer specialist resource base at Llandough Primary to Ysgol Y Ddraig.	To seek Cabinet approval to consult with stakeholders on proposals to transfer the specialist resource base at Llandough Primary to Ysgol Y Ddraig.	Education, Arts and the Welsh Language	Yes (Learning and Culture)	No	Reported to Cabinet on 23 <sup>rd</sup> June, 2022 Min. No. C25 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-23/Transfer-SRB-to-Ysgol-y-Ddraig.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-23/Transfer-SRB-to-Ysgol-y-Ddraig.pdf</a>

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update
<i>June</i>	<i>Annual Welsh Monitoring Report.</i>	<i>To consider the Annual Welsh Monitoring Report for 2021/22.</i>	<i>Education, Arts and the Welsh Language</i>	<i>Yes (Learning and Culture)</i>	<i>No</i>	<i>Report deferred from June cycle, now to be taken to 21<sup>st</sup> Jul, 2022 Cabinet meeting</i>
June	Temporary Highway Trading Licences	To agree an extension to a number of temporary highway trading licences on a month by month basis pending the undertaking of public engagement and consultation on possible external trading arrangements and associated works for the Penarth Esplanade area.	Neighbourhood and Building Services	Yes (Environment and Regeneration)	No	Reported to Cabinet on 23 <sup>rd</sup> June, 2022 Min. No. C26 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-23/Temporary-Highway-Trading-Licences.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-23/Temporary-Highway-Trading-Licences.pdf</a>
<b>June – late urgent item</b>	The Levelling Up Fund (Round 2) and UK Shared Prosperity Fund.	To update Cabinet on the Levelling Up Fund and UK Shared Prosperity Fund, and to seek delegated authority to submit an application for the Levelling Up Fund (Round 2) and to submit an Investment Plan for the UK Shared Prosperity Fund funding allocation in line with submission deadlines.	Leader	No	No	Reported to Cabinet on 23 <sup>rd</sup> June, 2022 Min. Nos. C28 & C30 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-23/22-06-23-Part-I-Levelling-Up.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2022/22-06-23/22-06-23-Part-I-Levelling-Up.pdf</a>