



Vale of Glamorgan Council

Environment and Regeneration Scrutiny Committee

Forward Work Programme

June 2022 – April 2023

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
14th June 2022	4th Quarter Scrutiny Recommendation Tracking 2020/21 and Proposed Annual Forward Work Programme Schedule 2021/22.	Last report January 2022.	To report progress on the Scrutiny recommendations [Jan, Feb, Mar] and to confirm the Committee's work programme for 2022/23.	To maintain effective tracking of the Committee's recommendations.	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249 gjdavies@valeofglamorgan.gov.uk	Presented 14 th June 2022.
12 th July 2022	Temporary Highway Trading Licensing	Reference from Cabinet	To consider proposals.	Members are able to assess changes.	Emma Reed Head of Neighbourhood Services and Transport 02920 673264 ELReed@valeofglamorgan.gov.uk	Presented 12 th July 2022
12 th July 2022	Highway Maintenance Three Year Plan 2022-2024	Additional Item – Reference from Cabinet	To consider the Three Year Plan	Members are able comment and recommend changes.	Emma Reed Head of Neighbourhood Services and Transport 02920 673264 ELReed@valeofglamorgan.gov.uk	Presented 12 th July 2022
12 th July 2022	Project Zero	Cabinet Forward Work Programme Item.	To consider progress in implementing the Climate Change Challenge Plan.	To seek Members views.	Tom Bowring, Director of Corporate Performance and Resources 01446 709766 TBowring@valeofglamorgan.gov.uk	Slipped – Presented 11 th October 2022
12 th July 2022	Closure of Accounts 2021/22	Cabinet Forward Work Programme Item.	The accounts are complete and this report is to inform Cabinet of the	To review expenditure for 2020/21	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Slipped – Revenue Presented

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			provisional financial position of the Council for the 2021/22 financial year.			11 th October 2022. Capital presented 15 th November. 2022
12 th July 2022	Revenue and Capital Monitoring 1 st April 2021 to 31 st May 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 st April to 31 st May 2022.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Slipped to 11 th October 2022 due to September meeting being cancelled.
12 th July 2022	Annual Delivery Plan Monitoring Report: Quarter 4 Performance 2021/22 (End of Year 2021/22 Performance Report)	Cabinet Forward Work Programme Item.	To present end of year (quarter 4) performance results for the period 1st April 2021 to 31st March 2022 in delivering our Annual Delivery Plan commitments as aligned to our Corporate Plan	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan 2021/22	Tom Bowring, Director of Corporate Performance and Resources 01446 709766 TBowring@valeofglamorgan.gov.uk	Presented 12 th July 2022.
AUGUST RECESS – NO MEETINGS						

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
13 th September 2022	Local Development Plan Annual Monitoring Report.	Cabinet Forward Work Programme Item.	To report to Cabinet the findings of the Council's first Local Development Plan Annual Monitoring Report and to seek approval to submit it to the Welsh Government by the 31st October 2022.	To provide Cabinet with the views of the Scrutiny Committee.	Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk	Presented 11 th October 2022
13 th September 2022	Consultation draft of Council Annual Self-assessment 2021/22.	Reference from Cabinet.	Seeking members views.	To be confirmed.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Presented 11 th October 2022
11 th October 2022	Revenue and Capital Monitoring 1 st April 2022 to 31 st August 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 st April to 31 st August 2022.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Presented 11 th October 2022
11 th October 2022	Project Zero Update	Cabinet Forward Work	To advise Members of progress across	To enable Scrutiny Committees to consider	Tom Bowring, Director of Corporate Performance and Resources 01446 709766	Presented 11 th October 2022

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
		Programme Item.	the Council in responding to the climate emergency and delivering our commitments as part of Project Zero.	and comment on progress.	TBowring@valeofglamorgan.gov.uk	
11 th October 2022	2 nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Previous update 14 th June 2022	To report progress on the Scrutiny recommendations [Jul, Sept] and to confirm the Committee's work programme for 2022/23.	To maintain effective tracking of the Committee's recommendations.	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249 gjdavies@valeofglamorgan.gov.uk	Slipped to 15 th November 2022 – item on meeting Agenda.
15 th November 2022	Revenue and Capital Monitoring 1 st April to 31 st October 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 st April to 31 st October 2022.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Slipped to January 2023.
15 th November 2022	Quarter 1 2022/23 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 2 performance results for the period 1 st April 2022 to 30 th June	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Brought forward. Presented 11 th October 2022.

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			2023 for the Corporate Plan.			
15 th November 2022	Financial Strategy 2022/23 and Medium Term Financial Plan Refresh.	Reference from Cabinet – 6 th October 2022	To review the financial pressures over the medium term and put in place a strategy for delivering the 2023/24 budget and sustainable finances over the medium term	To allow scrutiny of the Financial Strategy.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Additional Item added to November meeting.
15 th November 2022	Draft Capital Strategy 2023/24 and Initial Capital Programme Proposals 2023/24 to 2027/28	Reference from Cabinet – 6 th October 2022	To advise Cabinet of the progress on the 2022/23 Capital Programme for the period 1st April to 31st August, 2022 and to request changes to the Capital Programme	To allow scrutiny of the Draft Capital strategy.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Additional Item added to November meeting.
13 th December 2022	Initial Revenue Programme Budget Proposals.	Cabinet Forward Work Programme Item.	To inform Scrutiny Committee of the amended revenue budget for 2022/23 and to submit for	In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Considered as part of Financial Strategy 2022/23 in

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			consultation the initial revenue budget proposals for 2023/24.	making a final proposal on the budget.		November 2022.
13 th December 2022	Initial Capital Programme Budget Proposals.	Cabinet Forward Work Programme Item.	To submit the Initial Capital Programme Proposals for 2023/24 to 2027/28.	In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Considered as part of the Capital Strategy reported in November 2022.
13 th December 2022	Project Zero Update – to include presentation on the Nature Partnership.	Cabinet Forward Work Programme Item.	To advise Members of progress across the Council in responding to the climate emergency and delivering our commitments as part of Project Zero.	To enable Scrutiny Committees to consider and comment on progress.	Tom Bowring, Director of Corporate Performance and Resources 01446 709766 TBowring@valeofglamorgan.gov.uk	
17 th January 2023	Revenue and Capital Monitoring 1 st April to 30 th November 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 st April	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			to 30 th November 2022.			
17 th January 2023	Quarter 2 2022/23 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 2 performance results for the period 1 st July 2022 to 30 th September 2022 for the Corporate Plan Well-being Outcome. ¹	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes aimed at making a positive difference to the lives of Vale of Glamorgan citizens.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	
14 th February 2023	Updated Revenue Budget Report – 2023/24	Cabinet Forward Work Programme Item.	To inform Scrutiny Committee of the amended revenue budget for 2022/23 and to submit for consideration the revenue budget proposals for 2023/24.	In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	
14 th February 2023	Updated Capital Budget Report – 2023/24 to 2027/28.	Cabinet Forward Work Programme Item.	To submit the Initial Capital Programme Proposals for 2023/24 to 2027/28.	In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
14 th March 2023	Revenue and Capital Monitoring 1 st April 2021 to 31 st January 2023.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 st April to 31 st January 2023.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	
14 th March 2023	Service Plans and Target Setting to Deliver the Vale of Glamorgan Annual Delivery Plan 2023/24.	Cabinet Forward Work Programme Item.	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	To ensure the views of all key stakeholders including Scrutiny Committees, inform the Council's draft Annual Delivery Plan (Improvement Plan Part 1)	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	
25 th April 2023	Quarter 3 2022/23 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 3 performance results for the period 1 st October 2022 to 31 st December 2022 for the Corporate Plan Well-being Outcome.'	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	

Other matters requested by Committee to be added into schedule as and when available

Report/Presentations	Responsible Officer and Contact Details	Commentary
<p>1. LED Lighting Strategy including a cost benefit analysis to be undertaken on the conversion of standard lantern units to the installation of new LED lanterns or ornamental and bespoke street lighting units in residential areas (07 Mar 19: Min No 830)</p> <ul style="list-style-type: none"> - Council's Streetlighting project, including an assessment of those areas where night-time restrictions apply (16 Mar 21: Min No 514) 	<p>Emma Reed Head of Neighbourhood Services and Transport 02920 673264 ELReed@valeofglamorgan.gov.uk</p>	
<p>2. Disposal of Dredged Material / Hinkley Point Power Station – Public Health Wales to be invited to attend a future meeting to address the issues raised at the meeting in the public interest (09 Nov 17: Min No 457)</p>	<p>Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk</p>	
<p>3. Barry Town Centre Summit – report regarding funding models open to the Council for investment (04 Apr 19: Min No 916)</p>	<p>Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk</p>	
<p>4. Vale of Glamorgan Toilet Strategy update report outlining whether the Strategy had been successful (25 Jun 19: Min No 85)</p>	<p>Emma Reed Head of Neighbourhood Services and Transport 02920 673264 ELReed@valeofglamorgan.gov.uk</p>	
<p>5. Further report regarding progress relating to the Penarth to Cardiff Bay Sustainable</p>	<p>Emma Reed</p>	

Transport Corridor Study WelTag (16 Oct 19: Min No 375)	Head of Neighbourhood Services and Transport 02920 673264 ELReed@valeofglamorgan.gov.uk	
6. Report on the rewilding work being undertaken by the Council (15 Dec 20: Min No 296)	Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk	

Possible Task and Finish Group Suggestions:

<u>Subject</u>	<u>Responsible Officer</u>	<u>Commentary</u>

Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Performance Monitoring Reports		
Vale of Glamorgan Annual Delivery Plan (Improvement Plan Part 1) 20**/**.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually March each year.

End of Year 20**/** Performance Report	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually in September each year.
Financial Reports		
Closure of Accounts 20**/**.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Usually in July each year.
Initial Revenue Programme Budget Proposals.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Usually in December each year.
Initial Capital Programme Budget Proposals.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Usually in December each year.

Biannual Reports

Report	Responsible Officer and Contact Details	Commentary
.		

Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
4 th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually May each year. Reporting on Jan, Feb and Mar.
1st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually July each year. Reporting on Apr, May and Jun.
2nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually October each year. Reporting on July and September.
3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually January each year. Reporting on October, November and December.
Quarter 1 2022/23 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually October each year. Reporting on April, May and June.
Quarter 2 2022/22 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually December each year. Reporting on July and September.
Quarter 3 2022/23 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually March each year. Reporting on October, November and December.

Infrequent

- Cabinet References.
- Revenue and Capital Monitoring Reports.
- Requests for Consideration.
- Cabinet Call-in.

NB - The schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.