



Vale of Glamorgan Council
Environment and Regeneration Scrutiny Committee

Forward Work Programme

May 2023 – April 2024

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
23 rd May 2023	4th Quarter Scrutiny Recommendation Tracking 2022/23 and Proposed Annual Forward Work Programme Schedule 2023/24.	Last report March 2023.	To report progress on the Scrutiny recommendations [Jan, Feb, Mar] and to confirm the Committee's work programme for 2023/24.	To maintain effective tracking of the Committee's recommendations and to plan its forward work programme for 2023/24.	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249 gjdavies@valeofglamorgan.gov.uk	Item on Agenda for 23 rd May 2023

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23 rd May 2023	The Vale of Glamorgan Local Development Plan 2011-2026: Supplementary Planning Guidance on Retail and Town Centre Development and Economic Development, Employment Land and Premises – Member Briefing Session Feedback	Cabinet Forward Work Programme Item. Reference from Cabinet – 11 th May 2023	To advise Cabinet on the feedback from a Member briefing session in respect of the Supplementary Planning Guidance (SPG) in relation to Retail and Town Centre Development and Economic Development, Employment Land and Premises.	To allow the Scrutiny Committee to consider feedback and to assess new guidance.	Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk	Item on Agenda for 23 rd May 2023
20 th June 2023	Vale of Glamorgan Council: Annual Performance Calendar 2023/24	Cabinet Forward Work Programme Item.	To present the Vale of Glamorgan Council: Annual Performance Calendar 2023/24	To allow the Scrutiny Committee to comment on the Annual Performance Calendar	Tom Bowring, Director of Corporate Performance and Resources 01446 709766 TBowring@valeofglamorgan.gov.uk	
20 th June 2023	Becoming a Placemaking Wales Charter	Reference from Cabinet – 25 th May 2023	To grant delegated authority for the Council to sign up	To allow the Scrutiny Committee to assess the Charter and provide feedback to Cabinet.	Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk	

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	signatory and developing Placemaking Plans		to the Placemaking Wales Charter and to grant delegated authority for the Council to apply for Welsh Government funding to develop Placemaking Plans for each of the four towns in the Vale.			
20 th June 2023	Project Zero	Cabinet Forward Work Programme Item.	To consider progress in implementing the Climate Change Challenge Plan.	To seek Members views and provide an update.	Tom Bowring, Director of Corporate Performance and Resources 01446 709766 TBowring@valeofglamorgan.gov.uk	
20 th June 2023	Cardiff Capital Region City Deal - Joint Scrutiny Committee Nominated Deputy.	Joint Scrutiny Arrangements	To seek nominations to the position of deputy to the Vale of Glamorgan representative to the Cardiff Capital Region City Deal - Joint Scrutiny Committee	To appoint a deputy member.	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249 gjdavies@valeofglamorgan.gov.uk	

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19 th September 2023	Draft Vale of Glamorgan Annual Self-Assessment Report 2022/23 (Pre-consultation Draft).	Reference from Cabinet.	Seeking members views.	To be confirmed.	<p>Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk</p> <p>Emma Reed, Head of Neighbourhood Services and Transport</p> <p>Marcus Goldsworthy, Director of Place</p>	
19 th September 2023	Annual Delivery Plan - Quarter 1 2023/24 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 1 performance results for the period 1 st April 2023 to 30 th June 2024 for the Corporate Plan.	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes.	<p>Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk</p> <p>Emma Reed, Head of Neighbourhood Services and Transport</p> <p>Marcus Goldsworthy, Director of Place</p>	
19 th September 2023	Shared Prosperity Fund.	Reference from Cabinet	Update report	To assessing funding via the Shared Prosperity Fund.	Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk	
19 th September 2023	Revenue and Capital Monitoring 1 st April 2023 to 31 st May 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 May 2023.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	<p>Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk</p>	

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17 th October 2023	Update on Recycling and Waste Service Changes	Service Changes to Waste and Recycling – 14 th February 2023	To report the update position on the service changes.	To allow the Scrutiny Committee to assess progress.	Emma Reed, Head of Neighbourhood Services and Transport Colin Smith, Operational Manager	
17 th October 2023	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 2023.	To provide Cabinet with the views of the Scrutiny Committee.	Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk	
17 th October 2023	Replacement Local Development Plan Preferred Strategy.	Cabinet Forward Work Programme Item.	To seek approval to commence a statutory public consultation on the Replacement Local Development Plan Preferred Strategy	To allow the Scrutiny Committee to assess the LDP Preferred Strategy.	Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk	
17 th October 2023	2 nd Quarter Scrutiny Decision Tracking of	Previous update 15 th May 2023	To report progress on the Scrutiny recommendations	To maintain effective tracking of the	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249	

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	Recommendations and Updated Work Programme Schedule 2023/24.		[Jul, Sept] and to confirm the Committee's work programme for 2022/23.	Committee's recommendations.	gjdavies@valeofglamorgan.gov.uk	
14 th November 2023	Revenue and Capital Monitoring 1 st April to 31 st October 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 October 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 November 2023	Annual Delivery Plan - Quarter 2 2023/24 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 2 performance results for the period 1 st April 2023 to 30 th September 2023 for the Corporate Plan.	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 Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
14 th November 2023	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	To allow scrutiny of the Financial Strategy.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	

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			2023/24 budget and sustainable finances over the medium term			
14 th November 2023	Draft Capital Strategy 2024/25 and Initial Capital Programme Proposals 2024/25 to 2028/29	Reference from Cabinet	To advise Cabinet of the progress on the 2023/24 Capital Programme for the period 1st April to 31st August, 2023 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	.
12 th December 2023	Annual Delivery Plan - Quarter 2 2023/24 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 2 performance results for the period 1 st July 2023 to 30 th September 2023 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 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 Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
17 th January 2024	Draft Annual Delivery Plan – 2024/25	Cabinet Forward Work Programme Item.	To deliver Annual Delivery Plan commitments as	To ensure the views of all key stakeholders including Scrutiny Committees, inform the	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	

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			aligned to our Corporate Plan Well-being Objectives.	Council's draft Annual Delivery Plan (Improvement Plan Part 1)	Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
20 th February 2024	Updated Revenue Budget and Medium Term Financial Pan Report – 2024/25	Cabinet Forward Work Programme Item.	To inform Scrutiny Committee of the amended revenue budget for 2023/24 and to submit for consideration the revenue budget proposals for 2024/25.	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	
20 th February 2024	Updated Capital Budget Report – 2024/25 to 2028/29.	Cabinet Forward Work Programme Item.	To submit the Initial Capital Programme Proposals for 2024/25 to 2028/29.	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	
20 th February 2024	Revenue and Capital Monitoring 1 st April 2023 to 30 th November 2023.	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	

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			to 30 th November 2023.			
20 th February 2024	Vale of Glamorgan Council – Proposed Fees and Charges	Cabinet Forward Work Programme Item.	To propose service changes.	To allow scrutiny of proposals.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	
12 th March 2024	Service Plans and Target Setting to Deliver the Vale of Glamorgan Annual Delivery Plan 2024/25.	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 Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
12 th March 2024	Annual Delivery Plan - Quarter 3 2023/24 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 3 performance results for the period 1 st October 2023 to 31 st December 2023 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 Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
16 th April 2024						

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

Report/Presentations	Responsible Officer and Contact Details	Commentary
1. Update on the Coastal Erosion and Flooding	Emma Reed, Head of Neighbourhood Services and Transport	

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
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Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
4 th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2023/24.	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 2023/24.	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 2023/24.	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 2023/24.	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 2023/24 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 2023/24 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 2023/24 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.