



Healthy Living & Social Care 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 |
|--------------------------|--|---|---|---|--|--|
| 16 th May '23 | 4 th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule. | Last Received June '22. Last Quarter 3 report received February '23. | To report progress on the Scrutiny recommendations [Jan, Feb, Mar] and to confirm the Committee's work programme. | To maintain effective tracking of the Committee's recommendations and publication of the update work programme. | Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 arudman@valeofglamorgan.gov.uk | |
| 16 th May '23 | Presentation - Children, Young People and Family Health Services Update. | Last presented January 2020 (annual). | | | External: Katie Simpson Deputy General Manager, Children, Young People and Family Health Services St David's Children's Centre 02921 836730 Katie.Simpson@wales.nhs.uk | |
| 16 th May '23 | Presentation – Llais Update | | | | External - Stephen Allen Llais Regional Director 029 20750112 stephen.allen@llaiscymru.org | |

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| 13 th June '23 | Annual Review of Commissioned Services to Adults with a Care and Support Need. | Last Received June '22. | To outline the activity undertaken regarding commissioned services for adults with care and support needs, and the priority actions. | To provide Members with an opportunity to exercise oversight of the key statutory function and the opportunity to understand the challenges faced by the Council and service providers in commissioning social care services for older people. | Ian McMillan, Head of Resource Management and Safeguarding. imcmillan@valeofglamorgan.gov.uk | Agreed at June '22 meeting for annual review to be received each June going forward. |
| 13 th June '23 | Vale of Glamorgan Council: Annual Performance Calendar | Last received September '22 | To present the Vale of Glamorgan Annual Performance Calendar | How the Council will involve Members in shaping the approach, key | Lance Carver, Director of Social Services. 01446 704 678 lcarter@valeofglamorgan.gov.uk | |

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| | | | which outlines the key plans/reports that will be subject to consideration by Members throughout the year. | plans and reports aligned to the performance management framework annual calendar to enable the Council to meet the new performance requirements of the Local Government & Elections (Wales) Act 2021 and contribute to the national goals of the Well-being of Future Generations (Wales) Act 2015. | | |
| 13 th June '23 | Cardiff & Vale Regional Partnership Board | One off Report. | TBC | TBC | Lance Carver, Director of Social Services. 01446 704 678 lcarver@valeofglamorgan.gov.uk | |

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| | (next 5 year) Area Plan. | | | | External: Cath Doman / Meredith Gardiner. | |
| 13 th June '23 | Family Information Service Annual Report. | Last received June '22. | To update Scrutiny Committee on the work of the Vale Family Information Service (FIS). | To ensure effective oversight of this important area of social services activity and that Scrutiny Committee continues to be updated with regard to the Family Information Service. | Ian McMillan, Head of Resource Management and Safeguarding. imcmillan@valeofglamorgan.gov.uk Becky Wickett, Social Care Information Coordinator. 01446 704711 RWickett@valeofglamorgan.gov.uk | Requested by Director to slip from May to June meeting 02/05/23. Agreed at June '22 meeting to be received annually in May. |
| 11 th July '23 | Revenue Outturn [Closure of Accounts]. | Last received September '22. | The accounts are complete, and Scrutiny Committee is informed of the provisional financial position | Members aware of the provisional financial position and actions that have been taken. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually received in July each year. |

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| | | | of the Council for the previous financial year. | | | |
| 11 th July '23 | Capital Outturn [Closure of Accounts]. | Last received September '22. | The accounts are complete, and Scrutiny Committee is informed of the provisional financial position of the Council for the previous financial year. | Members aware of the provisional financial position and actions that have been taken. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually received in July each year. |
| 11 th July '23 | Corporate Safeguarding Annual Report. (Reference from Cabinet). | Last received July '22. | To update Cabinet on the work that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council. | To ensure that Committee is aware of recent developments in corporate arrangements for safeguarding. To allow Committee to exercise effective scrutiny | Lance Carver, Director of Social Services. 01446 704 678 lcarver@valeofglamorgan.gov.uk | Usually received in July each year. |

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| | | | | of this key area of corporate working and be assured of effective safeguarding taking place. | | |
| 11 th July '23 | Annual Delivery Plan Monitoring Report: End of Year Quarter 4 Performance. | Last received July '22. Quarter 3 last received March '22. | To present Quarter 4 performance results for the period in delivering the Council's Annual Delivery Plan commitments as aligned to its Corporate Plan Well-being Objectives. | To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan aimed at making a positive difference to the lives of Vale of Glamorgan citizens. | Lance Carver, Director of Social Services. 01446 704 678 lcarver@valeofglamorgan.gov.uk | |
| 11 th July '23 | 1 st Quarter Scrutiny Decision Tracking of | Last municipal year 4 th | To report progress on Scrutiny | To maintain effective tracking of the | Amy Rudman, Democratic & Scrutiny Services Officer. | |

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| | Recommendations and Updated Work Programme Schedule. | Quarter received May '23. [ADD LINK] Q1 last received Oct '22. | recommendations [Apr,May,June] and to consider the updated Forward Work Programme together with any slippage. | Committee's recommendations and publication of the update work programme. | 01446 709 855 arudman@valeofglamorgan.gov.uk | |
| 11 th July '23 | Annual Report of the Director of Social Services - Challenge Version. | Last received July '22. | To ensure that Elected Members receive a copy of the Director's Annual Report, contribute to the challenge process and agree the future priorities for the service. | The challenge version of the Director's report allows members and stakeholders an opportunity to comment and inform a future final draft which will be considered by Cabinet. | Lance Carver, Director of Social Services. 01446 704 678 lcarter@valeofglamorgan.gov.uk | Usually received in July each year. |
| 11 th July '23 | Annual Treasury Management Report 2022/23. | Ref from Cabinet. | To present to Members the annual review report on | | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | |

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| | | | Treasury Management 2022/23. | | | |
| 12 th September '23 | Revenue Monitoring – Q1. | Same period last reported July '22. Cabinet Forward Work Programme Item. | To advise Committee of the progress relating to revenue and capital expenditure for the period. | That Members are aware of the projected revenue outturn for the period. The Capital Economic Regeneration Reserve is managed effectively. and budgets are matched to operational responsibilities. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | |
| 12 th September '23 | Capital Monitoring – Q1. | Same period last reported July '22. | To advise Committee of the progress relating to revenue and capital | That Members are aware of the projected revenue outturn for the period. The Capital | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | |

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| | | Cabinet Forward Work Programme Item. | expenditure for the period. | Economic Regeneration Reserve is managed effectively. and budgets are matched to operational responsibilities. | | |
| 12 th September '23 | Integrated Family Support Service Annual Update | Last received September '22. | To provide Committee with an opportunity to consider the Annual Report for the Vale of Glamorgan and Cardiff Integrated Family Support Team (IFST) before it is submitted to Welsh Government as required. | To allow members to consider the work of the IFST in relation to Welsh Government guidance. | Amber Condry, Operational Manager for Children and Young People Services. 01446 704862 acondy@valeofglamorgan.gov.uk Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk | Slipped to September '23 on Director's request 02-05-23. No recommendation for repeat of annual report at 6 th sept '22 meeting but usually received each July. |

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| | | | | | | Slipped by one meeting; July -to September '22 as requested by Director 16/06/22. Agreed at 06/7/21 meeting to be received annually in July. |
| 12 th September '23 | Cardiff and Vale of Glamorgan Market Stability Report. | Last received September '22 | To share the Cardiff and the Vale of Glamorgan Market Stability Report 2022 report with Elected Members of the Scrutiny Committee, to enable their contribution to the final report. | To provide Scrutiny Committee with an opportunity to review the Market Stability Report prior to it being considered by Cabinet and Full Council. | External: Alison Law Cardiff & the Vale UHB - Strategic Planning Alison.Law@wales.nhs.uk Lance Carver, Director of Social Services. 01446 704 678 lcarver@valeofglamorgan.gov.uk | No recommendation for repeat of annual report at 6th sept '22 meeting but historically received in September. |

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| 12 th September '23 | Sports & Play: Update | Annual Report; last received September '22. | To update committee on the current activities and operations of the Council's Sport and Play Section. | To note the current good work being undertaken by the Council's Sport and Play Development Team. | Dave Knevett, Operational Manager, Neighbourhood Services, Healthy Living & Performance. 01446 704 817 DPKnevett@valeofglamorgan.gov.uk Karen Davies, Principal Healthy Living Officer. 01446 704793 KJDavies@valeofglamorgan.gov.uk | Agreed at 06/09/22 meeting to be received annually in September. |
| 12 th September '23 | Consultation draft of Council Annual Self-assessment. | Ref from Cabinet. | To seek endorsement of the Draft Vale of Glamorgan Annual Self-Assessment Report for consultation. | Ensure all Scrutiny Committees as per the Local Government & Elections (Wales) Act 2021) have oversight of the Draft Vale of Glamorgan Annual Self-Assessment report and their | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | |

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| | | | | views inform the Council's approach to meeting the new performance requirements. | | |
| 12 th September '23 | Annual Delivery Plan Monitoring Report: Quarter 1 Performance. | Last Q1 version received September '22. End of previous year (Part 2) (Q4) received July '23. [ADD LINK] | To present Quarter 1 performance results for the Quarter 1 period aligned to the Corporate Plan Well-being Outcomes. | To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan aimed at making a positive difference to the lives of Vale of Glamorgan citizens. 2. To ensure the Council is effectively assessing its | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | Usually received Sept. |

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| | | | | performance in line with the requirement to meet its performance requirements as outlined in the Local Government & Elections (Wales) Act 2021 and reflecting the requirement of the Wellbeing of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the well-being goals for Wales. 3. To ensure members maintain an oversight of the recovery issues | | |

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| | | | | impacting on the work of the Council and their respective Scrutiny Committees. | | |
| 10 th October '23 | 2 nd Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule. | Last received Oct '22. Qtr 1 received July '23 [ADD LINK] | To report progress on the Scrutiny recommendations [Jul,Sept] and to confirm the Committee's work programme. | To maintain effective tracking of the Committee's recommendations and publication of the update work programme. | Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 arudman@valeofglamorgan.gov.uk | Combined with Q1 for 2022 Municipal Year. |
| 10 th October '23 | Children and Young People Services Annual Placements Review. | Last received December '22. | To outline the actions taken within Children and Young People Services with regards to placement provision for | To provide Members with an opportunity to exercise oversight of this key statutory function. | Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk Karen Conway, Operational Manager Placements and Permanency Team. | Agreed at 06/12/22 meeting to be received in October '23. |

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| | | | Children Looked After (CLA) and the priority actions for going forward. | | 01446 704204 KConway@valeofglamorgan.gov.uk | |
| 10th October '23 | Liberty Protection Safeguards (LPS). <i>(Previously known as: Deprivation of Liberty Safeguards (DoLS)).</i> | Last received October '22. | To provide overview and summary of the activity within the LPS (Prev.DoLS) team and to highlight the resource and capacity issues that has resulted in this area of work being included on the corporate risk register. | To ensure members are aware of future changes to legislation and their anticipated impact. | Ian McMillan, Head of Resource Management and Safeguarding. imcmillan@valeofglamorgan.gov.uk | No agreement made at Oct'22 meeting to receive report again and/or annually but, if required, report to be received Oct '23. |
| 7th November '23 | Revenue Monitoring – Q2. | Last received Oct '22. | To advise Committee of the progress relating to revenue and capital | That Members are aware of the projected revenue outturn. The Capital | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | |

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| | | Cabinet Forward Work Programme Item. | expenditure for the period. | Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities. | | |
| 7 th November '23 | Capital Monitoring – Q2. | Last received Nov '22. Cabinet Forward Work Programme Item. | To advise Committee of the progress relating to revenue and capital expenditure for the period. | That Members are aware of the projected revenue outturn. The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | |

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| 7 th November '23 | Vale, Valleys and Cardiff Regional Adoption Collaborative Annual Report. | Last received November '22. | To provide Scrutiny Committee with the Annual Report and review of the Collaborative. | To ensure that Committee maintain close scrutiny of this regional service on a regular basis. | Angela Harris, Regional Adoption Manager. 01446 706152 apharris@valeofglamorgan.gov.uk Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk | Agreed at 08/11/22 meeting to be received annually in Nov. |
| 7 th November '23 | Telecare Services Update. | Annual Report: last received Nov '22. | To update Members on the work of the Telecare Service over the last 12 months and advise Members on the progress of the Telecare Service Management Review. | To appraise Members on the challenges, opportunities and strategic direction of the Vale of Glamorgan Council's Telecare service. | Andrew Cole, Operational Manager Locality Services. 07775 634 180 acole@valeofglamorgan.gov.uk | Agreed at November '22 meeting to receive annually. |

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| 7 th November '23 | Revenue Refresh MTFP [Initial Revenue Programme Budget Pre-settlement Proposals]. | Last received November '22. Reference from Cabinet. | To submit for consultation the initial revenue budget proposals. | In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before making a final proposal on the budget. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Confirmation from GJ received 16.11.22 that report now expected each November. Equivalent MTFP and budget strategy update received from Cabinet as a reference rather than stand-alone report for '22. |
| 7 th November '23 | Capital Strategy [Initial Capital Programme Budget Pre-settlement Proposals]. | Last received November '22. Reference from Cabinet. | To submit the Initial Capital Programme Proposals for the period for Scrutiny Committee consultation. | In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees before making a final proposal on the budget. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Confirmation from GJ received 16.11.22 that report now expected each November. Received as reference from |

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| | | | | | | Cabinet in Nov '22. |
| 5 th December '23 | Corporate Safeguarding Mid-Year Report. (Reference from Cabinet). | Annual version last received July '23 [ADD LINK] Mid-year version last received December '22. | To update Cabinet on the work that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council. To provide assurance and understanding around safeguarding activity taking place across the Council. | To ensure that Committee is aware of recent developments in corporate arrangements for safeguarding. To allow Committee to exercise effective scrutiny of this key area of corporate working. | Lance Carver, Director of Social Services. 01446 704 678 lcarter@valeofglamorgan.gov.uk | |
| 5 th December '23 | Annual Delivery Plan Consultation | Last received | Member Consultation. | To ensure that all Scrutiny Committees have | Helen Moses, Strategy and Partnership Manager. 01446 709366 HMoses@valeofglamorgan.gov.uk | |

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| | Draft. (Reference from Cabinet). | December '21. | | the opportunity to consider the draft Annual Delivery Plan and provide feedback as part of the programme of consultation. | | |
| 5 th December '23 | Leisure Management Contract – Year 11 Performance Report. | Year 10 report received January '23. | To provide an update on the performance of the Leisure Management Contract. | To note the performance of the contractor during this period and to ensure that the Service responds to the findings of the Audit Wales report and in particular to ensure that the work underway on the Leisure Management Contract strengthens the application of the | Dave Knevett, Operational Manager, Neighbourhood Services, Healthy Living & Performance. 01446 704 817 DPKnevett@valeofglamorgan.gov.uk | Agreed at 10/01/23 meeting that Year 11 be presented to Committee in late 2023. |

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| | | | | Sustainable Development Principle. | | |
| 5 th December '23 | Annual Delivery Plan Monitoring Report: Quarter 2 Performance. | Last received December '22. Quarter 1 received September '23. [ADD LINK] | To present Quarter 2 performance results for the period in delivering the Council's Annual Delivery Plan commitments as aligned to its Corporate Plan Well-being Objectives. | 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. 2. To ensure the Council is effectively assessing its | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | |

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| | | | | performance in line with the requirement to meet our performance requirements as outlined in the Local Government & Elections (Wales) Act 2021 and reflecting the requirement of the Wellbeing of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the well-being goals for Wales. | | |
| 9 th January '24 | Update on the Cardiff and Vale of Glamorgan | Last received January '23. | To update Members on the work of the | To increase awareness of the work of the | External: Cath Doman, Director of Health and Social Care, Integration at Cardiff and Vale Integrated Health and | Agreed at 10/01/23 meeting |

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| | Regional Partnership Board. | | Cardiff and Vale of Glamorgan Regional Partnership Board in relation to the integration of health and social care. | Cardiff and Vale of Glamorgan Regional Partnership Board and to ensure links to the wider Vale of Glamorgan Local Authority agenda and key priorities are considered and ensured and to keep Members appraised on and engaged with the work of the Regional Partnership Board. | Social Care Partnership. Cath.Doman@wales.nhs.uk Lance Carver, Director of Social Services. 01446 704 678 lcarter@valeofglamorgan.gov.uk | for report to be received Jan '24. |
| 9 th January '24 | 3 rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work | Last received Feb '23. Last 2nd Quarter | To report progress on the Scrutiny recommendations [Oct,Nov,Dec] and to confirm | To report progress on Scrutiny recommendations and to consider the updated | Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 arudman@valeofglamorgan.gov.uk | |

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| | Programme Schedule. | received Oct '23. [ADD LINK] | the Committee's work programme. | Forward Work Programme together with any slippage. | | |
| 6 th February '24 | Revenue Monitoring – Q3. | Last received Mar '23. Cabinet Forward Work Programme Item. | To advise Committee of the progress relating to revenue and capital expenditure for the period. | That Members are aware of the projected revenue outturn. The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | |
| 6 th February '24 | Capital Monitoring – Q3. | Last received Mar '23. Cabinet Forward Work | To advise Committee of the progress relating to revenue and capital expenditure for the period. | That Members are aware of the projected revenue outturn. The Capital Economic Regeneration | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | |

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| | | Programme Item. | | Reserve is managed effectively, and budgets are matched to operational responsibilities. | | |
| 6 th February '24 | Revenue Refresh MTFP [Initial Revenue Programme Budget Post-settlement Proposals]. | Last received February '23. Reference from Cabinet. | To submit for consultation the initial revenue budget proposals. | In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before making a final proposal on the budget. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Confirmation from GJ received 02.05.23 that report now expected each February. |
| 6 th February '24 | Capital Strategy [Initial Capital Programme Budget Post-settlement Proposals]. | Last received February '23. | To submit the Initial Capital Programme Proposals for the period for Scrutiny | In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Confirmation from GJ received 02.05.23 that report now expected each February. |

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| | | Reference from Cabinet. | Committee consultation. | before making a final proposal on the budget. | | |
| 6 th February '24 | Vale of Glamorgan Council – Proposed Fees and Charges. | Last received Feb '23. Reference from Cabinet. | To propose changes in service charges for functions managed by the Council over five directorates for the financial year ahead. | Comments of Scrutiny Committee are referred to Corporate Performance and Resources as the lead Scrutiny Committee and thereon to Cabinet for consideration as part of the final fees and charges setting. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | |
| 5 th March '24 | Service Plans and Target Setting to deliver the Annual Delivery Plan. | Last received March '23. | To present the Council's Wellbeing Objectives and Improvement Plan Part 1, the | The views of all key stakeholders including Scrutiny Committees, inform the Council's draft | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | |

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| | | | associated priority actions as reflected in Service Plans and proposed improvement targets for Cabinet's consideration in line with the requirements of the Local Government Measure and Wellbeing of Future Generations Act. | Annual Delivery Plan (Improvement Plan Part 1), associated Service Plan activities and service improvement targets and Service Plans aligned to this Committee's remit are accurate, up to date and relevant and become the main document through which performance against the Corporate Plan's Annual Delivery Plan is monitored and measured. The Council's | | |

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| | | | | Corporate Plan Performance Measurement Framework identifies a relevant set of performance measures and targets against which the Annual Delivery Plan can be monitored and measured in line with requirements of the Local Government (Wales) Measure 2009 and in delivering the Annual Delivery Plan the Council takes into account the diverse needs of the local community. | | |

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|---------------------------|--|--|---|---|---|--|
| 5 th March '24 | Annual Delivery Plan Monitoring Report: Quarter 3 Performance. | Last received March '23. Quarter 2 Received December '23 [ADD LINK] | To present Quarter 3 performance results in delivering the Council's Annual Delivery Plan commitments as aligned to the Corporate Plan Well-being Objectives. | 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 and to ensure the Council is effectively assessing its performance in line with the requirement to secure continuous | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@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 |
|---------------------------|---|--|---|--|---|---|
| | | | | improvement outlined in the Local Government Measure (Wales) 2009 and reflecting the requirement of the Well-being of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the wellbeing goals for Wales. | | |
| 5 th March '24 | Annual Update regarding Unpaid Carers and Regional Carers Strategy. | Last received March '23. | To update Scrutiny Committee on support for carers. | To ensure Scrutiny Members are aware of the duties outlined within legislation and the Ministerial Priorities set for carers as well as | Natasha James, Operational Manager, Safeguarding & Service Outcomes. 01446 704781 najames@valeofglamorgan.gov.uk Nicola Hale, Team Manager, Performance and Information. 01446 704732 | Agreed at 07/03/23 meeting that next annual report received in March '24. |

| 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 |
|---------------------------|---------------------------------|--|-------------------|--|--|--|
| | | | | considering the development of a Regional Strategy for carers. | NJHale@valeofglamorgan.gov.uk | |
| 9 th April '23 | No reports currently scheduled. | | | | | |

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

| Report/References/Presentations | Responsible Officer and Contact Details | Commentary |
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| Leisure Centre Working Group re-establishment report. | Dave Knevett, Operational Manager, Neighbourhood Services, Healthy Living & Performance. 01446 704 817 DPKnevett@valeofglamorgan.gov.uk | Confirmed as pending at January '23 meeting but item postponed pending officer availability. |
| Development of the Vale Alliance – an integrated model for the delivery of health and social care to adult citizens in the Vale of Glamorgan Report. | Jason Bennett Head of Adult Services and Vale Alliance jbennett@valeofglamorgan.gov.uk | Stage One report received by Committee 08/03/22. (3) T H A T a further report following the first stage of the process be received by the Committee having regard to the fact that any future partnership agreement would be considered by Scrutiny Committee and would require approval by Cabinet. |

Annual Reports

| Report | Responsible Officer and Contact Details | Commentary |
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| Performance Monitoring Reports | | |
| Service Plans and Target Setting to deliver the Annual Delivery Plan 20**/**. | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | Usually March each year. |
| Annual Delivery Plan Monitoring Report: End of Year Quarter 4 Performance 20**/** | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | Usually in July each year. |
| Consultation Draft - Council Annual Self-Assessment Report 20**/** | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | Usually in September each year. For 21/22: will be via a ref from cabinet given the limited time. In future years, this may change following review and refinement of approach. |
| Vale of Glamorgan Council: Annual Performance Calendar 20**/** | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | Usually in June each year. |
| Annual Delivery Plan 2023-24 Consultation Draft. (Reference from Cabinet). | Helen Moses, Strategy and Partnership Manager. 01446 709366 HMoses@valeofglamorgan.gov.uk | Usually in December each year. |
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| Financial Reports | | |
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| Revenue Outturn Closure of Accounts 20**/**. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually in July each year. |
| Capital Outturn Closure of Accounts 20**/**. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually in July each year. |
| Revenue Refresh MTFP - Initial Revenue Programme Budget Proposals. Pre-settlement. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually in November each year (as of 16.11.22 confirmed by GJ). |
| Capital Strategy - Initial Capital Programme Budget Proposals. Pre-settlement. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually in November each year (as of 16.11.22 confirmed by GJ). |
| Revenue Refresh MTFP - Initial Revenue Programme Budget Proposals. Post-settlement. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually in February each year. |
| Capital Strategy - Initial Capital Programme Budget Proposals. Post-settlement. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually in February each year. |
| Fees & Charges. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually in February each year. |

| Leisure Reports | | |
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| Leisure Management Contract – Year ** Performance Report. | Dave Knevett, Operational Manager, Neighbourhood Services, Healthy Living & Performance. 01446 704 817 DPKnevett@valeofglamorgan.gov.uk | Usually in February each year. Year 11 report requested for late '23 at 10/01/23 meeting. |
| Sports & Play: Update | Dave Knevett, Operational Manager, Neighbourhood Services, Healthy Living & Performance. 01446 704 817 DPKnevett@valeofglamorgan.gov.uk | Agreed at 06/09/22 meeting to be received annually in September. Previously in June each year (as of 08/06/21). Received early in Feb 2020. |
| Social Services Reports | | |
| Update on the Cardiff and Vale of Glamorgan Regional Partnership Board. | Cath Doman, Director of Health and Social Care, Integration at Cardiff and Vale Integrated Health and Social Care Partnership. Cath.Doman@wales.nhs.uk | Usually in January each year. |
| Telecare Services Update. | Andrew Cole, Operational Manager Locality Services. 07775 634 180 acole@valeofglamorgan.gov.uk | Usually in November each year (as of 08/11/22). |
| Annual Report of the Director of Social Services 20**-20** – Challenge Version. | Lance Carver, Director of Social Services. 01446 704 678 lcarter@valeofglamorgan.gov.uk | Usually in July each year. Includes Representations and Complaints. |

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| Annual Update regarding Unpaid Carers and Regional Carer's Strategy. | <p>Natasha James, Operational Manager, Safeguarding & Service Outcomes. 01446 704781 najames@valeofglamorgan.gov.uk</p> <p>Nicola Hale, Team Manager, Performance and Information. 01446 704732 NJHale@valeofglamorgan.gov.uk</p> | Usually in March each year. |
| Corporate Safeguarding Annual Report. | <p>Lance Carver, Director of Social Services. 01446 704 678 lcarver@valeofglamorgan.gov.uk</p> | Usually in July each year. Reference from Cabinet. |
| Family Information Service Annual Report 20**/**. | <p>Ian McMillan, Head of Resource Management and Safeguarding. imcmillan@valeofglamorgan.gov.uk</p> | Usually in May each year (as of 11/5/21). Previously July each year. |
| Children and Young People Services Annual Placement Review – Annual Update. | <p>Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk</p> | Usually in October each year (as of 09/10/21). Previously September each year. |
| Vale, Valleys and Cardiff Regional Adoption Collaborative Annual Report 20**/**. | <p>Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk</p> | Usually in November each year. |
| <p>Liberty Protection Safeguards (LPS)</p> <p><i>Previously known as: Deprivation of Liberty Safeguards (DoLS).</i></p> | <p>Ian McMillan, Head of Resource Management and Safeguarding. imcmillan@valeofglamorgan.gov.uk</p> | Usually received Annually. Next report due in or before October '23. |
| Integrated Family Support Service Annual Update | <p>Rachel Evans, Head of Children and Young People Services.</p> | Usually in July each year (as of July '21 meeting). |

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| | 01446 704 792 RJEvans@valeofglamorgan.gov.uk | |
| Annual Review of Commissioned Services to Adults with a Care and Support Need. | Ian McMillan, Head of Resource Management and Safeguarding. imcmillan@valeofglamorgan.gov.uk | Usually in June each year (as of June '22 meeting). |

Biannual Reports

| Report | Responsible Officer and Contact Details | Commentary |
|---|---|--|
| Corporate Safeguarding Mid-Year Report. | Lance Carver, Director of Social Services. 01446 704 678 lcarter@valeofglamorgan.gov.uk Natasha James, Operational Manager, Safeguarding & Service Outcomes. 01446 704781 najames@valeofglamorgan.gov.uk | Usually in December/January each year. Reference from Cabinet. |

Quarterly Reports

| Report | Responsible Officer and Contact Details | Commentary |
|---|--|---|
| 4 th Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule 20 ^{**} / ^{**} . | Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 arudman@valeofglamorgan.gov.uk | Usually May each year. Reporting on Jan, Feb and Mar. |

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| 1st Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule 20**/**. | Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 arudman@valeofglamorgan.gov.uk | Usually July each year. Reporting on Apr, May and Jun. |
| 2nd Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule 20**/**. | Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 arudman@valeofglamorgan.gov.uk | Usually October each year. Reporting on July and September. |
| 3rd Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule 20**/**. | Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 arudman@valeofglamorgan.gov.uk | Usually January each year. Reporting on October, November and December. |
| Annual Delivery Plan Monitoring Report: Quarter 1 Performance 20**/**. | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | Usually September each year. Reporting on April, May and June. |
| Annual Delivery Plan Monitoring Report: Quarter 2 Performance 20**/** | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | Usually December each year. Reporting on July and September. |
| Annual Delivery Plan Monitoring Report: Quarter 3 Performance 20**/** | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | Usually March each year. Reporting on October, November and December. |
| Revenue Monitoring Q1. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually in September each year. |

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| Capital Monitoring Q1. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually in September each year. |
| Revenue Monitoring Q2. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually in November each year. |
| Capital Monitoring Q2. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually in November each year. |
| Revenue Monitoring Q3. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually in February each year. |
| Capital Monitoring Q3. | Gemma Jones, Operational Manager Accountancy. 01446 709 152 GHJones@valeofglamorgan.gov.uk | Usually in February each year. |

Infrequent

- Cabinet References.
- Requests for Consideration.
- Cabinet Call-in.
- Updates from the Leisure Management Contract Members Working Group.

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