



Vale of Glamorgan Council

Homes and Safe Communities 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
May 2023	4th Quarter Scrutiny Recommendation Tracking 2022/23 and Proposed Annual Forward Work Programme Schedule 2023/24.	Last report <a href="#">February 2023</a> .	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 Work Programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 <a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 17 May 2023 (Min No. 34).</a>
May 2023	Vale of Glamorgan Rapid Rehousing Plan.	Cabinet Forward Work Programme Item.	The report seeks approval of the Vale of Glamorgan Rapid Rehousing Plan.	To allow the Scrutiny Committee to consider the Plan.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 17 May 2023 (Min No. 33).</a>
May 2023	Presentation – Her Voice Wales.	New presentation; following a recent presentation on this subject elsewhere.	To raise awareness around the work undertaken by the Her Voice Wales group around gender inequality and greater empowerment.	For Members' consideration and comment.	Alexandra Thomas Senior Youth Engagement Worker in Participation <a href="mailto:alexthomas@valeofglamorgan.gov.uk">alexthomas@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 17 May 2023 (Min No. 32).</a>

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June 2023	Shared Regulatory Services Business Plan.	Last report in <a href="#">June 2022</a>	To provide the opportunity for pre decision scrutiny of the Shared Regulatory Services Business Plan.	That the Scrutiny Committee notes the content of this report and consider the content of the draft SRS Business Plan.	Helen Picton Shared Regulatory Services <a href="mailto:hpicton@valeofglamorgan.gov.uk">hpicton@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 14 June 2023 (Min No. 121).</a> (See also the appendix <a href="#">here</a> and presentation <a href="#">here</a> ).
June 2023	Annual Performance Calendar 2023/24	Last report in <a href="#">September 2022</a>	To present the Vale of Glamorgan Annual Performance Calendar for 2023/24, which outlines the key plans/reports that will be subject to consideration by members throughout the year.	To ensure all Scrutiny Committees and the Governance and Audit Committee (Section 114 of the Local Government & Elections (Wales) Act 2021) have oversight of the Annual Performance Calendar and their views inform the Council's approach	Julia Archampong Corporate Performance Manager 01446 709318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 14 June 2023 (Min No. 120).</a>

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July 2023	Closure of Accounts 2022/23	Last report in <a href="#">September 2022</a>	The accounts are complete, and this report is to inform Scrutiny of the provisional financial position of the Council for the previous financial year.	To inform Committee of the outturn, the financial measures taken and proposed, as well as the allocation of the 2022/23 surplus to support the delivery of schemes supporting key priorities identified by the Council.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 12 July 2023 (Min No. 188).</a>
July 2023	Capital Closure of Accounts 2022/23	Last report in <a href="#">September 2022</a>	The accounts are complete, and this report is to inform Scrutiny of the provisional financial position of the Council's Capital Programme for the previous financial year.	Members aware of the provisional financial position and actions that have been taken.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 12 July 2023 (Min No. 189).</a>

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July 2023	Corporate Safeguarding Annual Report	Cabinet Forward Work Programme Item.	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 of this key area of corporate working and be assured of effective safeguarding taking place.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	To be slipped to the Committee meeting in September 2023. Awaiting review at September's meeting of Cabinet in order for the report to be referred on to Scrutiny.
July 2023	Annual Delivery Plan Monitoring Report: Quarter 4 Performance 2022/23	Last report in <a href="#">July 2022</a>	To present end of year (quarter 4) performance results for the period 1st April 2022 to 31st March 2023 in delivering the Annual Delivery Plan commitments as	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan 2022/23 and meet its performance	Julia Archampong Corporate Performance Manager 01446 709318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 12 July 2023 (Min No. 190).</a>

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			aligned to the Corporate Plan Well-being Objectives.	requirements as outlined in the Local Government & Elections (Wales) Act 2021 and reflecting the requirement of the Wellbeing of Future Generations (Wales) Act 2015.		
July 2023	1 <sup>st</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule.	Last municipal year 4 <sup>th</sup> Quarter received <a href="#">May 2023</a> .	To report progress on Scrutiny recommendations [Apr,May,June] and to consider the updated Forward Work Programme together with any slippage.	To maintain effective tracking of the Committee's recommendations and publication of the update work programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 <a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	To be slipped to the Committee meeting in October 2023 (combined 1 <sup>st</sup> and 2 <sup>nd</sup> Quarter report).
<b>AUGUST RECESS – NO MEETINGS</b>						
September 2023	STAR Survey	Last presented at <a href="#">January 2021 meeting</a> .	To update Members on the	For Members consideration and comment.	Mike Ingram Head of Housing and Building Services 01446 709516	To be slipped to the Committee

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			results of the STAR survey.		<a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	meeting in October 2023; the report was in the process of being drafted and completed.
September 2023	Draft Vale of Glamorgan Annual Self-Assessment Report 2022/23	Reference from Cabinet.	Seeking members views.	To ensure all Scrutiny Committees and the Governance and Audit Committee (as per section 114 of the Local Government & Elections (Wales) Act 2021) had oversight of the Draft Vale of Glamorgan Annual Self-Assessment report 2022/23 and their views informed the Council's approach to	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 13 September 2023 (Min No. 315)</a> . Reference from Cabinet is also <a href="#">here</a> .

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				meeting the new performance requirements.		
September 2023	Annual Delivery Plan Monitoring Report: Quarter 1 Performance 2023/24	Last report in <a href="#">September 2022</a> .	To present quarter 1 performance results for the period 1 <sup>st</sup> April 2023 to 30 <sup>th</sup> June 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 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 13 September 2023 (Min No. 319)</a> .
September 2023	Quarter 1 Revenue Monitoring 2023/24	Last report in <a href="#">July 2022</a> .	To advise Committee of the Quarter 1 Revenue Monitoring position for 2023/24.	That the position with regard to the Authority's 2023/24 Revenue Budget be noted. That Members note the virements included as part of this report as set out in Table 1.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 13 September 2023 (Min No. 317)</a> . The presentation can be found <a href="#">here</a> .
September 2023	Capital Monitoring for the period 1st April to 30th June, 2023	Last report in <a href="#">July 2022</a>	To advise Committee of the progress on the 2023/24 Capital Programme for	To advise Committee of the progress on the Capital	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 13 September 2023 (Min No. 318)</a> . The



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			the period 1st April, 2023 to 30th June, 2023 within their remit.	Programme within the remit of the Committee and actions taken.		presentation can be found <a href="#">here</a> .
September 2023	Annual Corporate Safeguarding Report: 2022/23	Cabinet Forward Work Programme Item.	To update the Committee 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 of this key area of corporate working and be assured of effective safeguarding taking place (including those areas in the Committee's remit).	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 13 September 2023 (Min No. 316)</a> . Reference from Cabinet is also <a href="#">here</a> .

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September 2023	Financial Strategy 2024/25	Reference from Cabinet.	To review the financial pressures over the medium term and put in place a strategy for delivering the 2024/25 budget and sustainable finances over the medium term.	For the report be referred to all of the Council's Scrutiny Committees and for Committees to review the Financial Strategy (including the proposed approach to defining and developing the next iteration of the Reshaping Programme) and assumptions made on costs and funding in the Medium Term Financial Plan refresh and for comments to be referred back to Cabinet for consideration.	Gemma Jones Operational Manager – Accountancy 01446 709152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 13 September 2023 (Min No. 313)</a> . The presentation can be found <a href="#">here</a> .
September 2023	Draft Capital Strategy 2024/25	Reference from Cabinet.	For consultation and scrutiny by	In order for Members to be	Gemma Jones Operational Manager – Accountancy	<a href="#">Presented to Committee on</a>

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	and Initial Capital Programme Proposals 2024/25 to 2028/29		Committee following Cabinet review.	appraised of the initial status of the Capital Programme for 2024/25 to 2028/29 and overall Strategy.	01446 709152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	<a href="#">13 September 2023 (Min No. 314)</a> . The presentation can be found <a href="#">here</a> .
October 2023	Annual Update - Tenant & Leaseholder Participation Strategy	New report; previously report related to the <a href="#">Tenant &amp; Leaseholder Participation Strategy 2021 – 2026 in January 2022</a> .	To consider the update on the Tenant & Leaseholder Participation Strategy 2021 - 2026.	To ensure appropriate scrutiny of this strategy.	Farida Aslam Senior Neighbourhood Manager 02920673095 <a href="mailto:faslam@valeofglamorgan.gov.uk">faslam@valeofglamorgan.gov.uk</a>	This has been slipped to a future date due to capacity issues. The aim was to bring the Strategy to Committee in early 2024.
October 2023	Youth Offending Service: End of Year Performance Report	Last report in <a href="#">November 2022</a> .	To inform Scrutiny Committee about the End of Year Performance of the Youth Offending Service during the period April	To ensure Scrutiny are able to exercise oversight of the Youth Offending Service performance against UK/devolved/local indicators.	Kirsty Davies Youth Offending Service Manager <a href="mailto:kidavies@valeofglamorgan.gov.uk">kidavies@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 11 October 2023 (Min No. 427)</a> .

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			2022 – March 2023.			
October 2023	1st and 2nd Quarter Scrutiny Recommendation Tracking 2023/24 and Updated Committee Forward Work Programme Schedule 2023/24	Previous update in <a href="#">May 2023</a> .	To report progress on the Scrutiny recommendations [Apr - Sep ] and to confirm the Committee's work programme for 2023/24.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 <a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 11 October 2023 (Min No. 429)</a> .
October 2023	Tenant Satisfaction Survey (STAR) Results.	Last presented at <a href="#">January 2021 meeting</a> .	To share feedback from Council housing tenants regarding housing and building services.	For Members consideration and comment.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 11 October 2023 (Min No. 426)</a> . The presentation can be found <a href="#">here</a> .
October 2023	Draft Independent Living Policy	New report	To present the proposal for the implementation of an Independent Living Policy in the Vale of Glamorgan.	For Members consideration and comment.	Marcus Goldsworthy Director of Place 01446 704630 <a href="mailto:MJGoldsworthy@valeofglamorgan.gov.uk">MJGoldsworthy@valeofglamorgan.gov.uk</a>	Raised at September's meeting of the Committee.  <a href="#">Presented to Committee on 11 October</a>

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						<a href="#">2023 (Min No. 428).</a>  The presentation can be found <a href="#">here</a> .
November 2023	Meeting Cancelled – insufficient business					
December 2023	Revenue Monitoring – Q2.	Last report in <a href="#">October 2022</a>	To advise Committee of the progress relating to revenue and capital expenditure for the period.	That Members are aware of the projected revenue outturn.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 6<sup>th</sup> December 2023.</a>  The accompanying presentation can be found <a href="#">here</a> .
December 2023	Capital Monitoring – Q2.	Last report in <a href="#">November 2022</a>	To advise Committee of the progress relating to revenue and capital expenditure for the period.	That Members are aware of the projected revenue outturn.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 6<sup>th</sup> December 2023.</a>  The accompanying presentation

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						can be found <a href="#">here</a> .
December 2023	Refresh of Medium Term Financial Plan 2023/24 to 2028/29. (Pre-settlement).	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.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 6<sup>th</sup> December 2023.</a>  The accompanying presentation can be found <a href="#">here</a> .
December 2023	Initial Housing Revenue Account (HRA) Budget Proposals 2024/25 and Revised Budget 2023/24.	Reference from Cabinet	For Committee consultation of the initial budget proposals for 2024/25 relating to the Housing Revenue Account.	To allow scrutiny of the HRA.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 6<sup>th</sup> December 2023.</a>  The accompanying presentation can be found <a href="#">here</a> .
December 2023	Annual Delivery Plan Monitoring Report: Quarter 2 Performance 2023/24.	Cabinet Forward Work Programme Item.	To present quarter 2 performance results for the period 1st April	To ensure the Council clearly demonstrates the progress being made towards	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 6<sup>th</sup> December 2023.</a>

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			2023 to 30th September 2023 in delivering our 2023/24 Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	achieving its Corporate Plan Well-being Outcomes aimed at making a positive difference to the lives of Vale of Glamorgan citizens.		
December 2023	Corporate Safeguarding Summary Report.	Reference from Cabinet.	To provide a summary on the activity that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council. To provide assurance around safeguarding activity taking place across the Council (mid-year report).	To ensure that there is a wide-reaching level of Member oversight regarding this important area and scrutiny of developments relevant to committee portfolios.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	<a href="#"><u>Presented to Committee on 6<sup>th</sup> December 2023.</u></a>

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December 2023	Draft Annual Delivery Plan – 2024/25	Reference from Cabinet.	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.	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	To be slipped to January's meeting.
December 2023	Housing Support Grant Annual Delivery Plan.	Cabinet Forward Work Programme item.	To adopt the draft Housing Support Grant Delivery Plan and seek authorisation for its submission to Welsh Government.	TBC	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	To be slipped to March's meeting.
December 2023	Consultation – White Paper Ending Homelessness in Wales.	New report.	To highlight recommendations being proposed to end homelessness in Wales.	To ensure the views of the Committee and the wider Council are considered as part of the White Paper consultation and any positive and	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	<a href="#"><u>Presented to Committee on 6<sup>th</sup> December 2023.</u></a>



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				negative impacts are highlighted.		
January 2024	3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2023/24.	Previous update in October 2023	To report progress on the Scrutiny recommendations [Oct, Nov & Dec] and to confirm the Committee's work programme for 2023/24.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 <a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	On the agenda for January's meeting of Committee.
January 2024	Draft Annual Delivery Plan – 2024/25	Reference from Cabinet.	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.	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Slipped to January's meeting (from December).  On the agenda for January's meeting of Committee.
January 2024	Youth Justice Plan	Previous update in <a href="#">October 2021</a> .	To inform Scrutiny Committee about the Youth Justice Plan.	To enable elected members to have effective oversight of the work of the Youth Justice and Early Support	Kirsty Davies Youth Offending Service Manager <a href="mailto:kidavies@valeofglamorgan.gov.uk">kidavies@valeofglamorgan.gov.uk</a>	To be slipped to February's meeting.

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				Service (YJESS), and understand what and how services are being delivered.		
January 2024	Final Housing Revenue Account (HRA) Budget Proposals 2024/25, Rent Setting 2024/2025 and Housing Revenue Account Business Plan 2024/25.	Previous reference / report in <a href="#">February 2023</a> .	To set the HRA budget for the financial year 2024/25, set the rents and service charges for the forthcoming rent year beginning on 1st April 2024 and present the 30 Year Housing Business Plan starting financial year 2024/25.	To facilitate budget monitoring and to demonstrate a balanced budget with a drawdown from HRA reserves to bring the reserve back into balance with the Housing Business Plan 2024/25. In order that new rent levels are set within the specified Welsh Government (WG) guidelines and to meet the tenant notification deadline as	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	On the agenda for January's meeting of Committee.

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				required by statute. In order that charges are approved, new rent levels are set within the specified Welsh Government (WG) guidelines.		
January 2024	Safer Vale Partnership Strategy 2023-28.	Call-in request / urgent item.	To seek approval of the Safer Vale Partnership Strategy 2023-2028 and to agree the funding that supports the delivery of the Safer Vale Partnership Strategy.	To ensure that the Council meets its Statutory Duty under the Crime and Disorder Act 1998 in order to demonstrate the Council's commitment to preventing, reducing and addressing crime and disorder in the Vale of Glamorgan. To request future decisions from Cabinet where		On the agenda for January's meeting of Committee.

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				required and to inform Members of progress made in meeting its requirements under the Act.		
February 2024	Revenue Refresh MTFP [Initial Revenue Programme Budget Post-settlement Proposals].	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.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	
February 2024	Capital Strategy [Initial Capital Programme Budget Post-settlement Proposals].	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.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	

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February 2024	Revenue Monitoring – Q3.	Last report in <a href="#">March 2023</a> .  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.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Moved to March's meeting (following discussions with Finance).
February 2024	Capital Monitoring – Q3.	Last report in <a href="#">March 2023</a> .  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.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Moved to March's meeting (following discussions with Finance).
February 2024	Vale of Glamorgan	Cabinet Forward Work	To propose service changes.	To allow scrutiny of proposals.	Laura Davis Finance Support Manager	

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	Council – Proposed Fees and Charges	Programme Item.			01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	
February 2024	Future updates on the work being undertaken as part of the Rapid Rehousing Plan.	New report	TBC	TBC	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	
February 2024	Updated 2024 – 28 Vale of Glamorgan Corporate Strategy for Children and Young People who need Care and Support.	New report	TBC	TBC	Rachel Evans Head of Service Director's Office - Social Services 01446 704792 <a href="mailto:RJEvans@valeofglamorgan.gov.uk">RJEvans@valeofglamorgan.gov.uk</a>	
February 2024	Youth Justice Plan	Previous update in <a href="#">October 2021</a> .	To inform Scrutiny Committee about the Youth Justice Plan.	To enable elected members to have effective oversight of the work of the Youth Justice and Early Support Service (YJESS), and understand what and how	Kirsty Davies Youth Offending Service Manager <a href="mailto:kidavies@valeofglamorgan.gov.uk">kidavies@valeofglamorgan.gov.uk</a>	Slipped to February's meeting.

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
				services are being delivered.		
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.	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	
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 <sup>st</sup> October 2023 to 31 <sup>st</sup> 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 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	
March 2024	Housing Business Plan.	Cabinet Forward Work Programme Item.	To obtain approval for the Housing	For Member comment and scrutiny.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	

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
			Business Plan 2024.			
March 2024	Youth Justice and Early Support Service (YJESS) Mid-year Performance Report.	Previous report in <a href="#">April 2023</a> .	To inform Scrutiny Committee about the Mid-Year performance of the Youth Justice and Early Support Service (YJESS).	To ensure that elected Members are able to exercise oversight of the YJESS and its performance against designed indicators (UK, devolved and local).	Kirsty Davies Youth Offending Service Manager <a href="mailto:kidavies@valeofglamorgan.gov.uk">kidavies@valeofglamorgan.gov.uk</a>	
March 2024	Housing Support Grant Annual Delivery Plan.	Cabinet Forward Work Programme item.	To adopt the draft Housing Support Grant Delivery Plan and seek authorisation for its submission to Welsh Government.	TBC	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	Slipped to March's Committee meeting (from December 2023).
March 2024	Civil Protection Unit (CPU) Update	Previous update in <a href="#">March 2023</a> .	To update the Homes and Safe Communities Scrutiny Committee on the operational work plan for the Civil Protection Unit	To ensure that Members of the Homes and Safe Communities Scrutiny Committee are aware of this work.	Debbie Spargo Principal Civil Protection Officer 029 20673044 DASpargo@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
			and other key areas its covers.			
March 2024	Revenue Monitoring – Q3.	Last report in <a href="#">March 2023</a> .  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.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Moved to March's meeting (following discussions with Finance).
March 2024	Capital Monitoring – Q3.	Last report in <a href="#">March 2023</a> .  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.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Moved to March's meeting (following discussions with Finance).

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
April 2024	Update/report on digital self-service for housing and repairs (part of Digital Strategy)	Previous presentation at meeting held in <a href="#">April 2022</a> .	To update Members on the progress made in relation to the Council's digital self-service system.	For Member's awareness, comment and scrutiny.	Tony Curliss Operational Manager for Customer Relations 01446 729500 <a href="mailto:TCurliss@valeofglamorgan.gov.uk">TCurliss@valeofglamorgan.gov.uk</a>  Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	
April 2024	Rent Setting Policy	New report	For Members to consider the Council's rent setting policy.	For Member's awareness, comment and scrutiny.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	

**Other reports / presentations / visits to be added into schedule as and when available**

Report	Responsible Officer and Contact Details	Commentary
Visit to the new CCTV Control Room	Deborah Gibbs Principal Community Safety Officer 01446 450200 <a href="mailto:DGibbs@valeofglamorgan.gov.uk">DGibbs@valeofglamorgan.gov.uk</a>	Following the meeting of the Scrutiny Committee in April 2023, arrangements and invites to Committee and other Elected Members to visit the new CCTV Control

		Room have taken place, with further visits to be arranged.
Corporate Landlord Update	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	To update the Committee on this policy.
Damp and Condensation Policy and Procedure	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	Details to be confirmed.
Regional Domestic Abuse Strategy/Serious Violence Strategy	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	Details to be confirmed. Possible reference from Cabinet in 2023/24 municipal year.
Housing Compliance Policy and Procedures	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	Details to be confirmed. To (possibly) be presented in conjunction with the Housing Business Plan in early 2024 (TBC).
Housing Development Strategy/update (inc. possibly regional partnership).	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	Possibly a Cabinet referral or standalone update to Scrutiny, including RSLs, etc. TBC, sometime in 2024.
Community Investment Strategy	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	This update is currently being drafted and collated.
Local Housing Market Assessment (LHMA)	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	For Committee consideration of the latest iteration of the LHMA.
Housing & Building Services 2022/23 Housing Improvement Work (was Council Housing Investment Update / Housing Investment Programme 2021 – 2022 (was WHQS)).	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	Update on housing investment and WHQS 23 (investment, zero carbon for housing stock).
Overview on work around resettlement and asylum ('County of Sanctuary').	TBC	TBC

Overview/update concerning the Community Safety Partnership.	TBC	TBC
Briefing on Warm Homes Wales Programme.	TBC	TBC
Report on the emerging risk of vaping for younger people (SRS).	TBC	TBC
Future updates on the work being undertaken as part of the Rapid Rehousing Plan.	TBC	Possible update/report in early 2024.
Report on "Safe Space" areas at various locations accessible to young people within the Vale of Glamorgan (to explore options, etc as part of the 'Her Voice Wales' project).	TBC	TBC
Overview/update concerning 'Value in the Vale'.	TBC	TBC
Housing Acquisitions Policy - refresh	TBC	Possible report to go to Cabinet but also to H&SC for pre-Cabinet scrutiny. TBC.

### **Proposed Task and Finish Group Topic:**

<b>Subject</b>	<b>Responsible Officer and Contact Details</b>	<b>Commentary</b>
Private rented sector	To be decided	At the meeting of the Committee on the 14 <sup>th</sup> June 2023 regarding the Shared Regulatory Services Business Plan, it was recommended that the Committee had identified the private rental sector and how it could help to offer affordable, healthy, energy efficient and secure properties across the Vale of Glamorgan, as part of supporting the Vale of Glamorgan Council to tackle the current housing crisis and discharge its

		<p>statutory duties around housing, as an area that could be reviewed by the Committee in future and consideration be given to setting up a Task and Finish Working Group in order to achieve this. Several topics for Task and Finish work (including this one) have been taken to the Chairs and Vice-Chairs Group to be prioritised in line with Corporate Objectives in compliance with Council policy; consideration of the need for changes to policy and/or practice; and in seeking continuous Improvement. Currently this topic will follow those task and finish topics provided by Corporate Performance and Resources and Environment and Regeneration.</p>
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## Annual Reports

<b>Report</b>	<b>Responsible Officer and Contact Details</b>	<b>Commentary</b>
Youth Justice Plan	Kirsty Davies Youth Offending Service Manager <a href="mailto:kidavies@valeofglamorgan.gov.uk">kidavies@valeofglamorgan.gov.uk</a>	Usually in October each year.
Youth Offending Service: End of Year Performance Report.	Kirsty Davies Youth Offending Service Manager <a href="mailto:kidavies@valeofglamorgan.gov.uk">kidavies@valeofglamorgan.gov.uk</a>	Usually in October each year.
Initial Housing Revenue Account	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in November/December each year.

The Civil Protection Unit – Responsibilities and Work Plan [Presentation]	Debbie Spargo Principal Civil Protection Officer 029 20673044 <a href="mailto:DASpargo@valeofglamorgan.gov.uk">DASpargo@valeofglamorgan.gov.uk</a>	Update date varies.
Corporate Safeguarding Annual Report	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	Usually in July each year.

### Biannual Reports

Report	Responsible Officer and Contact Details	Commentary
Youth Offending Service: Mid-year Performance Report	Kirsty Davies Youth Offending Service Manager <a href="mailto:kidavies@valeofglamorgan.gov.uk">kidavies@valeofglamorgan.gov.uk</a>	Usually in March each year (Annual version in October).
Corporate Safeguarding Mid Term Report	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	Usually in December each year (Annual version in July).

### Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
4 <sup>th</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 <a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	Usually May each year. Reporting on Jan, Feb and Mar.

1st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2023/24.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 <a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	Usually July each year. Reporting on Apr, May and Jun.
2nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2023/24.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 <a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	Usually October each year. Reporting on July and September.
3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2023/24.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 <a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	Usually January each year. Reporting on October, November and December.
Quarter 1 2023/24 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Usually October each year. Reporting on April, May and June.
Quarter 2 2023/24 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Usually December each year. Reporting on July and September.
Quarter 3 2023/24 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Usually March each year. Reporting on October, November and December.
Revenue Monitoring Q1.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in September each year.
Capital Monitoring Q1.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in September each year.
Revenue Monitoring Q2.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in November each year.

Capital Monitoring Q2.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in November each year.
Revenue Monitoring Q3.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in February each year.
Capital Monitoring Q3.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in February each year.

## Financial Reports

Report	Responsible Officer and Contact Details	Commentary
Revenue Outturn Closure of Accounts 20**/**.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in July each year.
Capital Outturn Closure of Accounts 20**/**.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in July each year.
Revenue Refresh MTFP - Initial Revenue Programme Budget Proposals. <b>Pre-settlement.</b>	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in November each year.
Capital Strategy - Initial Capital Programme Budget Proposals. <b>Pre-settlement.</b>	Laura Davis Finance Support Manager 01446 704639	Usually in November each year.



	<a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	
Revenue Refresh MTFP - Initial Revenue Programme Budget Proposals. <b>Post-settlement.</b>	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in February each year.
Capital Strategy - Initial Capital Programme Budget Proposals. <b>Post-settlement.</b>	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in February each year.

### **Infrequent**

- Cabinet References.
- 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.**