



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	Last report March 2023.	To report progress on the Scrutiny recommendations [Jan, Feb, Mar] and to confirm the Committee's work	To maintain effective tracking of the Committee's recommendations and to plan its forward work	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249 gjdavies@valeofglamorgan.gov.uk	Presented to Committee.

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	Work Programme Schedule 2023/24.		programme for 2023/24.	programme for 2023/24.		
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	Presented to Committee.
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 Resources 01446 709766 TBowring@valeofglamorgan.gov.uk	Presented to Committee.

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20 th June 2023	Becoming a Placemaking Wales Charter signatory and developing Placemaking Plans	Reference from Cabinet – 25 th May 2023	To grant delegated authority for the Council to sign up 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.	To allow the Scrutiny Committee to assess the Charter and provide feedback to Cabinet.	Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk	Presented to Committee.
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 Resources 01446 709766 TBowring@valeofglamorgan.gov.uk	Presented to Committee.
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	To appoint a deputy member.	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249 gjdavies@valeofglamorgan.gov.uk	Presented to Committee.

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			the Cardiff Capital Region City Deal - Joint Scrutiny Committee			
18 th July 2023	Closure of Accounts 2022/23	Cabinet Forward Work Programme Item.	The accounts are complete and this report is to inform Cabinet of the provisional financial position of the Council for the 2022/23 financial year.	To review expenditure for 2022/23	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Presented to Committee.
18 th July 2023	Annual Delivery Plan Monitoring Report: Quarter 4 Performance 2022/23 (End of Year 2022/23 Performance Report)	Cabinet Forward Work Programme Item.	To present end of year (quarter 4) performance results for the period 1st April 2022 to 31st March 2023 in delivering our Annual Delivery Plan commitments as aligned to our Corporate Plan	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan 2022/23	Tom Bowring, Director of Corporate Resources 01446 709766 TBowring@valeofglamorgan.gov.uk Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	Presented to Committee.

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18 th July 2023	Proposed Traffic Regulation Order (TRO) for Exceptions to Wales 20mph Default Speed Limit and Implementation of Ancillary Speed Limits – Cabinet: 6th July, 2023.	Reference from Cabinet - Late Item added to Agenda – Not listed on Cabinet Forward Work Programme	To allow Scrutiny of proposals.	To ensure that the views of the Scrutiny Committee are considered prior to a future decision being taken by Cabinet on the proposed TRO	Miles Punter Director of Environment and Housing.	Presented to Committee.
AUGUST RECESS – NO MEETINGS						
19 th September 2023	Financial Strategy 2024/25	Reference from Cabinet - Late Item added to Agenda – Not listed for Scrutiny on Cabinet Forward Work Programme	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	The Council is open to clear and transparent financial reporting and an appropriate level of challenge to the management of its finances. A key element of the challenge process is through the Council's scrutiny function.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	Presented to Committee.
19 th September 2023	Draft Capital Strategy 2024/25 and Initial Capital	Reference from Cabinet - Late Item added to Agenda – Not	To gain approval for the Initial Capital Programme	In order for Members to be appraised of the initial status of the Capital Programme	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Presented to Committee.

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	Programme Proposals 2024/25 to 2028/29	listed on Cabinet Forward Work Programme	Proposals for 2024/25 to 2028/29 so that they may be submitted to Scrutiny Committees for consultation and to set out the Draft Capital Strategy for Cabinet Member to consider	for 2024/25 to 2028/29	Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
19 th September 2023	Revised Highway Maintenance Three Year Plan 2022 – 2024	Reference from Cabinet - Late Item added to Agenda – Not listed on Cabinet Forward Work Programme	To update Cabinet of the budget pressures impacting on the Three Year Resurfacing Plan and to agree the priority locations for resurfacing works for 2023/24.	To ensure that the relevant Scrutiny Committee can consider the details of the Highway Resurfacing Three Year Plan (2022-2024), prior to it being formally agreed.	Emma Reed, Head of Neighbourhood Services and Transport	Presented to Committee.
19 th September 2023	Draft Vale of Glamorgan Annual Self-Assessment Report 2022/23	Reference from Cabinet.	Seeking members views.	To be confirmed.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Presented to Committee.

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	(Pre-consultation Draft).				Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
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.	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	Presented to Committee.
19 th September 2023 17 th October 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	Deferred to the October meeting
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.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Presented to Committee.

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17 th October 2023 17 th January 2024 20 th February 2024	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	To be deferred to December meeting. Deferred further to February meeting as report requires Cabinet approval.
17 th October 2023	Local Development Plan Annual Monitoring Report.	Cabinet Forward Work Programme Item. Reference from Cabinet	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	Presented to Committee.

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17 th October 2023 14 th November 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	Presented in November.
17 th October 2023	2 nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2023/24.	Previous update 15 th May 2023	To report progress on the Scrutiny recommendations [Jul, Sept] and to confirm the Committee's work programme for 2022/23.	To maintain effective tracking of the Committee's recommendations.	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249 gjdavies@valeofglamorgan.gov.uk	Presented to Committee.
14 th November 2023 12 th December 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.	C. James, Accountant. cjames@valeofglamorgan.gov.uk	Deferred to December meeting.
12 th December 2023	Annual Delivery Plan - Quarter 2 2023/24	Cabinet Forward Work Programme Item.	To present quarter 2 performance results for the period 1 st July	To ensure the Council clearly demonstrates the progress being made towards	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Presented to Committee.

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	Performance Report.		2023 to 30 th September 2023 for the Corporate Plan Well-being Outcome.'	achieving its Corporate Plan Well-being Outcomes aimed at making a positive difference to the lives of Vale of Glamorgan citizens.	Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
12 th December 2023.	Review Financial Strategy and Medium Term Financial Plan Refresh	Cabinet Forward Work Programme Item	To review the financial pressures over the medium term and put in place a strategy for delivering the 2023/24 budget and sustainable finances over the medium term	To allow scrutiny of the Financial Strategy	C. James, Accountant. cjames@valeofglamorgan.gov.uk	Presented to Committee.
17 th January 2024 20 th February 2024.	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	Deferred from October and scheduled for the February meeting.
17 th January 2024	Draft Annual Delivery Plan – 2024/25	Cabinet Forward Work Programme Item.	To advise Cabinet of the progress on the 2023/24 Capital	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	Brought forward for December meeting.

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12 th December 2023			Programme for the period 1st April to 31st August, 2023 and to request changes to the Capital Programme	Council's draft Annual Delivery Plan (Improvement Plan Part 1)	Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	Presented to Committee.
17 th January 2023	Project Zero – Climate Change Challenge Plan	Cabinet Forward Work Programme Item.	To consider the progress to achieve the Climate Change Challenge Plan.	To seek Members' views.	Tom Bowring, Director of Corporate Resources 01446 709766 TBowring@valeofglamorgan.gov.uk	Additional item added to FWP.
17 th January 2023	Vale of Glamorgan Tree Strategy	Cabinet Forward Work Programme Item.	To consider the first draft of the Vale of Glamorgan Council Tree Strategy 2024/39 and to agree arrangements for public consultation.	To seek Members' views.	Emma Reed, Head of Neighbourhood Services and Transport	Item on the Agenda for January meeting.
17 th January 2023	3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work	Previous update in October 2023.	To report progress on the Scrutiny recommendations [Oct, Nov & Dec] and to confirm the Committee's work	To maintain effective tracking of the Committee's recommendations.	Mr Gareth Davies Democratic Services	Item on the Agenda for January meeting.

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	Programme Schedule 2023/24.		programme for 2023/24.			
20 th February 2024	Audit Wales Recommendations regarding Governance and the Planning Service	Additional report. To be referred from Planning Committee 25 th January.	To present the findings of Audit Wales' review of the Planning Service's governance arrangements, and to present the proposed response to those recommendations.	To allow the Scrutiny Committee to assess the outcome of a review undertaken by Audit Wales.	Marcus Goldsworthy, Director of Place	New FWP item. To be referred from Planning Committee.
20 th February 2024	Update on Recycling and Waste Service Changes	Service Changes to Waste and Recycling – 14 th February 2023. To be referred from Cabinet in January.	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	Deferred from October. Requires prior approval from Cabinet.
20 th February 2024	Updated Revenue Budget and Medium Term Financial Plan 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	In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	C. James, Accountant. cjames@valeofglamorgan.gov.uk	

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			proposals for 2024/25.			
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.	C. James, Accountant. cjames@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 to 30 th November 2023.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	C. James, Accountant. cjames@valeofglamorgan.gov.uk	
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.	C. James, Accountant. cjames@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	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk Emma Reed, Head of Neighbourhood Services and Transport	

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				(Improvement Plan Part 1)	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						

Corporate Safeguarding Reports – sent out as “For Information Reports”

- Annual Report 2022/23 sent 5th October 2023
- Mid Year Update 2023/24 sent 22nd November 2023

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

Report/Presentations	Responsible Officer and Contact Details	Commentary
<ol style="list-style-type: none"> 1. Update on the Coastal Erosion and Flooding 2. Residential Parking Permits 3. Local Bus Services – requests from Councillors Ewan Goodjohn, Mark Hooper and Samantha Campbell. 4. Cardiff Region City Deal 5. Shared Prosperity Fund Update – to be reported July 2024. 	<p>Emma Reed, Head of Neighbourhood Services and Transport</p> <p>Marcus Goldsworthy, Director of Place.</p>	

Site Visit – Barry Docks Interchange visit to be arranged following meeting held on 19th September.

Possible Task and Finish Group Suggestions:

<u>Subject</u>	<u>Responsible Officer</u>	<u>Commentary</u>
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15 Minutes Community		To be considered post completion of CPR review into procurement.
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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**/**.	C. James, Accountant. cjames@valeofglamorgan.gov.uk	Usually in July each year.
Initial Revenue Programme Budget Proposals.	C. James, Accountant. cjames@valeofglamorgan.gov.uk	Usually in December each year.
Initial Capital Programme Budget Proposals.	C. James, Accountant. cjames@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.	Usually January each year. Reporting on October, November and December.

	01446 709 249 gjdavies@valeofglamorgan.gov.uk	
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.