



APPENDIX D

Vale of Glamorgan Council
Corporate Performance and Resources Scrutiny Committee

Forward Work Programme

May 2024 – April 2025

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 2024	4th Quarter Scrutiny Recommendation Tracking and Proposed Annual Forward Work Programme Schedule.	Last report in January 2024 (Q3) .	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 Work Programme.	<p>Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk</p> <p>Karen Bowen Principal Democratic and Scrutiny Services Officer KBowen@valeofglamorgan.gov.uk</p>	Presented to Committee on 22nd May 2024 (Min No 69).
May 2024	Use of Performance Information: Service User Perspective and Outcomes - Vale of Glamorgan Council	Audit Wales.	To advise Members of the findings of Audit Wales' review of the Council's Use of Performance Information – Service User Perspective and Outcomes.	To provide for scrutiny and review of the findings of Audit Wales' review the Council's Use of Performance Information: Service User Perspective and Outcomes and the Council's response to its findings.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 22nd May 2024 (Min No 68).

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 2024	Let's Talk About Life in the Vale – Survey Report and Further Engagement	Reference from Cabinet: 11th April, 2024.	To report on the outcome of the Let's Talk About Life in the Vale survey exercise and plans for further engagement.	To enable the Scrutiny Committee to consider the findings of the survey and feedback their views to Cabinet.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 22nd May 2024 (Min No 67).
June 2024	Update on the People Strategy	Last report in April 2023 (reference from cabinet).	To provide an overview of current work and progress against the People Strategy.	To enable the Committee to consider the progress and provide the opportunity for discussion.	Tracy Dickinson, Head of Human Resources and Organisational Development tdickinson@valeofglamorgan.gov.uk	Presented to Committee on 19th June 2024 (Min No 156).
June 2024	Q4 Sickness Absence Report 2023/2024	Cabinet Forward Work Programme Item. Last reported in July 2023 .	Update on the sickness absence statistics for the relevant period.	The report be referred to Corporate Performance and Resources Scrutiny Committee for consideration, with any comments referred back to Cabinet for further consideration.	Laithe Bonni, Operational Manager Employee Services lsbonni@valeofglamorgan.gov.uk	This item was slipped to the Committee meeting in July due to the report going to Cabinet after the scrutiny meeting in June.

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
June 2024	Project Zero Update Report	Last presented to Committee in January 2024 .	To advise Members of progress across the Council in responding to the climate emergency and delivering our commitments as part of Project Zero.	To enable the Corporate Performance and Resources Scrutiny Committee to consider how Project Zero is being taken forward.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 19th June 2024 (Min No 155).
June 2024	Development of the Corporate Plan 2025-2030, Panel Performance Assessment and Annual Performance Calendar 2024/25	Reference from Cabinet: 6 th June, 2024 Last reported in June 2023 .	To outline the approach to developing a new Corporate Plan for 2025-2030, arrangements and proposed scope for the Panel Performance Assessment and to present the Vale of Glamorgan Annual Performance Calendar for 2024/25.	To ensure the Council fully discharged its duties under both the Well-being of Future Generations (Wales) Act 2015 (WBFG) and the Local Government and Elections (Wales) Act 2021 (LG&E) to publish annual Well-being Objectives, keep performance under review and consult and report	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 19th June 2024 (Min No 154).

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
				on performance through an annual self-assessment relating to the previous financial year.		
June 2024	Carbon Management Plan	New report	TBC	TBC	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Slipped from April to a meeting, post-recess, due to additional information required.
July 2024	Revenue Outturn [Closure of Accounts].	Last report in July 2023.	The accounts are complete, and this report is to inform Scrutiny 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.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Slipped to a future meeting instead, when the report will be finalised / available.
July 2024	Capital Outturn [Closure of Accounts].	Last report in July 2023.	The accounts are complete, and this report is to inform Scrutiny of the provisional financial position of the Council for the	Members aware of the provisional financial position and actions that have been taken.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Slipped to a future meeting instead, when the report will be finalised / available.

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
			previous financial year.			
July 2024	Annual Treasury Management Report 2023/24.	Cabinet Forward Work Programme Item. Last reported in July 2023 .	To present the annual review report on Treasury Management 2023/24.	To present the report to the Corporate Performance and Resources Scrutiny Committee in accordance with the remit of the Committee.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Slipped to a future meeting instead, when the report will be finalised / available.
July 2024	Corporate Safeguarding Annual Report	Cabinet Forward Work Programme Item. Last reported in September 2023 .	To update Committee on the work that had 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.	Tracy Dickinson, Head of Human Resources and Organisational Development tdickinson@valeofglamorgan.gov.uk	Slipped to a future meeting instead, when the report will be finalised / available.

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
July 2024	Annual Delivery Plan Monitoring Report: Quarter 4 Performance (End of Year Performance Report).	Last Q4 report in July 2023	To present the Council's performance against the Annual Delivery Plan for Q4/End of Year	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan and 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.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 17th July 2024 (Min No 239).

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
July 2024	1 st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule.	Last municipal year 4 th Quarter received May 2024 .	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.	Karen Bowen Principal Democratic and Scrutiny Services Officer KBowen@valeofglamorgan.gov.uk	To be slipped to October's meeting in order to capture Q1 and Q2 data.
July 2024	Welsh Language Standards Annual Monitoring Report. Last reported in July 2023 .	Cabinet Forward Work Programme Item.	To seek approval for the Council's Annual Welsh Monitoring Report and update on 5-year Promotion Strategy.	To enable Scrutiny Committee (Learning & Culture and Corporate Performance & Resources) to consider the report (and appendices) prior to publication.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Slipped to a future meeting instead (report going to Cabinet first).

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
July 2024	Annual Corporate Safeguarding Report.	Cabinet Forward Work Programme Item. Last report in September 2023 .	Update on the work that has been undertaken in relation to corporate arrangements for safeguarding across the Council.	To allow Scrutiny to exercise effective oversight of the key area of corporate working and be assured of effective safeguarding taking place.	Laithe Bonni, Operational Manager Employee Services lsbonni@valeofglamorgan.gov.uk	Slipped to a future meeting instead (report going to Cabinet first).
July 2024	Vale of Glamorgan Council Annual Audit Summary 2023.	Reference from Cabinet: 20 th June 2024.	To present the Vale of Glamorgan Council Annual Audit Summary 2023.	To provide for scrutiny and review of the Auditor General's Annual Audit Summary.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 17th July 2024 (Min No 238) .

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
July 2024	Q4 Sickness Absence Report 2023/2024.	Cabinet Forward Work Programme Item (reference from Cabinet: 20th June, 2024). Last reported in July 2023 .	Update on the sickness absence statistics for the relevant period.	The report be referred to Corporate Performance and Resources Scrutiny Committee for consideration, with any comments referred back to Cabinet for further consideration.	Laithe Bonni, Operational Manager Employee Services lsbonni@valeofglamorgan.gov.uk	Presented to Committee on 17th July 2024 (Min No 237).
AUGUST RECESS – NO MEETINGS						
September 2024	Vale of Glamorgan Public Services Board Annual Report.	Last report in July 2023 .	To present an overview of the progress made in delivering the Wellbeing Objectives and actions set by the Vale PSB in its Well-being Plan.	To enable Members to consider the content of the Annual Report and progress made in the delivery of the Well-being Plan.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 18th September 2024 (Min No 356).
September 2024	Draft Vale of Glamorgan Annual Self-Assessment Report 2023/24	Reference from Cabinet.	Seeking members views.	To ensure that Scrutiny has oversight of this.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 18th September 2024 (Min No 351).

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
	(Pre-consultation Draft).	Last reported in September 2023 .				
September 2024	Annual Delivery Plan - Quarter 1 2024/25 Performance Report.	Cabinet Forward Work Programme Item. Last Q1 report in September 2023 .	To present quarter 1 performance results for the period 1 st April 2024 to 30 th June 2024.	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 18th September 2024 (Min No 352) .
September 2024	Quarter 1 Revenue Monitoring 2024/25.	Last report in September 2023 .	To advise Committee of the progress relating to the Q1 Revenue Monitoring position for 2024/25.	That Members are aware of the projected revenue outturn for the period.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Slipped to another meeting date. Further work required.
September 2024	Capital Monitoring – Q1.	Last report in September 2023 .	To advise Committee of the progress relating to the capital Programme for the Q1 period..	That Members are aware of the progress on the Capital Programme.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Slipped to another meeting date. Further work required.
September 2024	Draft Corporate Plan 2025-2030.	Cabinet Forward Work	To review the draft Corporate Plan as	To consult on the Plan.	Tom Bowring Director of Corporate Resources	Slipped to another 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
		Programme Item.	part of its consultation.		TBowring@valeofglamorgan.gov.uk	date. Further work required.
September 2024	Welsh Language Standards Annual Monitoring Report 2023-24.	Reference from Cabinet.	For Committee to review and endorse the report and appendices.	To enable scrutiny of this prior to publication.	Robert Jones Operational Manager - Corporate Communications, Participation, Equalities & Directorate Development rajones@valeofglamorgan.gov.uk	Presented to Committee on 18th September 2024 (Min No 353).
September 2024	Application to be Recognised as a County of Sanctuary Update.	Reference from Cabinet.	For Committee's consideration and scrutiny.	For Committee to consider, with any views of the Committee being shared with Cabinet.	Robert Jones Operational Manager - Corporate Communications, Participation, Equalities & Directorate Development rajones@valeofglamorgan.gov.uk	Presented to Committee on 18th September 2024 (Min No 354).
September 2024	Annual Corporate Safeguarding Report: 2023/2024.	Reference from Cabinet.	For Committee's consideration, scrutiny and update.	For the Committee to consider.	Head of Human Resources and Organisational Development tdickinson@valeofglamorgan.gov.uk	Presented to Committee on 18th September 2024 (Min No 355).
October 2024 (Extraordinary Meeting).	Closure of Accounts 2023/24.	Reference from Cabinet.	For Committee's consideration, scrutiny and update.	For Committee to review the year end position.	Matt Bowmer Head of Finance/Section 151 Officer mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 2 nd October 2024. Reference is here ; main report to the Committee here .
October 2024 (Extraordinary Meeting).	Capital Closure of Accounts 2023/24	Reference from Cabinet.	For Committee's consideration,	To enable the Committee to review the year	Matt Bowmer Head of Finance/Section 151 Officer mbowmer@valeofglamorgan.gov.uk	Presented to Committee on

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
			scrutiny and update.	end position.		2nd October 2024.
October 2024 (Extraordinary Meeting).	Annual Treasury Management Report 2023/24.	Reference from Cabinet.	For Committee's consideration, prior to referral to Full Council for Approval.	For the Committee to consider and scrutinise.	Matt Bowmer Head of Finance/Section 151 Officer mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 2nd October 2024.
October 2024 (Extraordinary Meeting).	Quarter 1 Revenue Monitoring 2024/25.	Last report in September 2023.	To advise Committee of the progress relating to the Q1 Revenue Monitoring position for 2024/25.	That Members are aware of the projected revenue outturn for the period.	Matt Bowmer Head of Finance/Section 151 Officer mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 2nd October 2024.
October 2024 (Extraordinary Meeting).	Capital Monitoring for the period 1st April to 30th June, 2024.	Last report in September 2023.	To advise Committee of the progress relating to the capital Programme for the Q1 period.	That Members are aware of the progress on the Capital Programme.	Matt Bowmer Head of Finance/Section 151 Officer mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 2nd October 2024.
October 2024 (Extraordinary Meeting).	Financial Strategy 2025/26 to 2029/30.	Reference from Cabinet.	For Committee to review the Financial Strategy and assumptions made on costs and funding in the Medium Term Financial Plan refresh.	For the Committee to consider and scrutinise.	Matt Bowmer Head of Finance/Section 151 Officer mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 2nd October 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
October 2024 (Regular Meeting).	1st and 2nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule.	Last municipal year 4 th Quarter received May 2024 .	To report progress on the Scrutiny recommendations and to confirm the Committee's work programme.	To maintain effective tracking of the Committee's recommendations and work programme.	Karen Bowen Principal Democratic and Scrutiny Services Officer KBowen@valeofglamorgan.gov.uk	To be presented to Committee on 23 rd October 2024.
October 2024 (Regular Meeting).	Corporate Asset Management Plan Annual Update.	Reference from Cabinet.	For Committee's review and comment.	To ensure the relevant Scrutiny Committee was aware of the progress of actions against the Corporate Asset Management Plan targets.	Lorna Croft Operational Manager (Property) lcross@valeofglamorgan.gov.uk	Following the regular meeting of the Committee in October, it was decided to move this item to November's meeting.
October 2024 (Regular Meeting).	Carbon Management Plan.	Reference from Cabinet.	For Committee's review and comment.	For Committee's consideration and scrutiny.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Following the regular meeting of the Committee in October, it was decided to move this item to November'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
October 2024 (Regular Meeting).	Draft Vale of Glamorgan Council Corporate Plan 2025-30	Reference from Cabinet.	As part of the programme of consultation.	To ensure that all Scrutiny Committees, have the opportunity to consider the draft Plan and provide feedback as part of the programme of consultation.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	To be presented to Committee on 23 rd October 2024.
October 2024 (Regular Meeting).	Reshaping Programme: Strengthening Communities – A Response to Audit Wales Reports on Tackling Poverty and Third Sector Working.	Reference from Cabinet.	For Committee's review, scrutiny and comment on the work undertaken by Cwmpas.	To enable the Committee to have sight of the development of this body of work and for Cabinet to consider the views of the Committee.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	To be presented to Committee on 23 rd October 2024.
October 2024 (Regular Meeting).	Reshaping Programme Update.	Reference from Cabinet.	For Committee's review, scrutiny and comment.	To enable the Committee to consider the report and Cabinet to consider the views of the Committee.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	To be presented to Committee on 23 rd October 2024.
November 2024	Corporate Asset Management Plan Annual Update.	Reference from Cabinet.	For Committee's review and comment.	To ensure the relevant Scrutiny Committee was	Lorna Croft Operational Manager (Property) lcross@valeofglamorgan.gov.uk	Following the regular meeting of the

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
				aware of the progress of actions against the Corporate Asset Management Plan targets.		Committee in October, it was decided to move this item to November's meeting.
November 2024	Carbon Management Plan.	Reference from Cabinet.	For Committee's review and comment.	For Committee's consideration and scrutiny.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Following the regular meeting of the Committee in October, it was decided to move this item to November's meeting.
November 2024	Customer Relations Service/C1V – update.	Previous presentation in November 2023 .	To report on the progress made on developing this service at C1V.	For Committee to consider and comment on the progress being made regarding customer relations and support at C1V.	Tony Curliss Operational Manager for Customer Relations 01446 729500 TCurliss@valeofglamorgan.gov.uk	
November 2024	Refresh of Medium Term Financial Plan 2025/26 to 2029/23.	Cabinet Forward Work Programme Item.	To refresh spend and funding assumptions and update	To allow scrutiny of the Financial Strategy.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Following the regular meeting of the Committee in October, it was

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
	Last report in December 2023 .		Cabinet on the next steps for approving the Medium Term Financial Plan and setting the 2025/26 Budget in March 2025			decided to move this item to December's meeting.
November 2024	Quarter 2 Revenue Monitoring 2024/25.	Last report in December 2024 .	To advise Committee of the Quarter 2 Revenue Monitoring position for 2024/25.	That Members are aware of the projected revenue outturn for the period and the original budget for 2024/25 for virement requests.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	
November 2024	Final Draft Vale of Glamorgan Council Annual-Self Assessment Report 2023/24.	Cabinet Forward Work Programme Item.	TBC	TBC	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	
November/December 2024	Performance Panel Assessment.	Cabinet Forward Work Programme Item.	TBC	TBC	TBC	
December 2024	Capital Monitoring 1 st April 2024/ to 30 th September 2024.	Last report in December 2023 .	To advise Committee of the progress relating to capital expenditure	To advise Committee of the progress on the Capital	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@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
			for the period 1 st April to 30 th September 2024.	Programme and for Committee to refer any comments to Cabinet.		
December 2024	Sickness Absence Report. Last report in December 2023 .	Cabinet Forward Work Programme Item.	To update on the sickness absence statistics for relevant period.	To enable the Scrutiny Committee to maintain a continued focus on the management of sickness absence throughout all services of the Council and to make recommendations to Cabinet, as appropriate.	Laithe Bonni, Operational Manager Employee Services lsbonni@valeofglamorgan.gov.uk	
December 2024	Annual Delivery Plan - Quarter 2 2024/25 Performance Report.	Previous report in December 2023 .	To present quarter 2 performance results for the Corporate Plan Well-being Outcomes.	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes aimed	Tom Bowring Director of Corporate Resources TBowring@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
				at making a positive difference to the lives of Vale of Glamorgan citizens.		
December 2024	Corporate Safeguarding Summary Report (mid-year update).	Reference from Cabinet. Previous report in December 2023 .	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.	To ensure that there is a wide-reaching level of Member oversight regarding this important area and scrutiny of developments relevant to committee portfolios.	Tracy Dickinson, Head of Human Resources and Organisational Development tdickinson@valeofglamorgan.gov.uk	
December 2024	Draft Annual Delivery Plan – 2025/26	Reference from Cabinet. Last report in December 2023 .	To provide the Committee with details concerning the proposed draft as part of the consultation process.	To ensure that all Scrutiny Committees have the opportunity to consider the draft Annual Delivery Plan and provide feedback as part	Tom Bowring Director of Corporate Resources TBowring@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
				of the programme of consultation.		
December 2024	Refresh of Medium Term Financial Plan 2025/26 to 2029/23. Last report in December 2023 .	Cabinet Forward Work Programme Item.	To refresh spend and funding assumptions and update Cabinet on the next steps for approving the Medium Term Financial Plan and setting the 2025/26 Budget in March 2025	To allow scrutiny of the Financial Strategy.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Following the regular meeting of the Committee in October, it was decided to move this item to December's meeting.
January 2025	3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule.	Previous update in October 2024.	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.	Karen Bowen Principal Democratic and Scrutiny Services Officer KBowen@valeofglamorgan.gov.uk	
January 2025	Project Zero Update Report.	Previous report in June / July 2024.	To advise Members of progress across the Council in responding to the climate emergency	To enable the Scrutiny Committee to consider how Project Zero is	Tom Bowring Director of Corporate Resources TBowring@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 delivering our commitments as part of Project Zero.	being taken forward.		
January 2025	Draft Annual Delivery Plan – 2025/26	Cabinet Forward Work Programme Item.	Member Consultation.	To seek Members' views.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	
February 2025	Pay Policy 2025/2026.	Cabinet Forward Work Programme Item. Last reported in February 2024 (regular meeting on the 21st February 2024).	To consider the Pay Policy for 2025/26 prior to its submission to Council for approval.	To respond to the legal requirement under the Localism Act 2011 and to provide openness and accountability in relation to how the Council rewards its staff.	Tracy Dickinson Head of Human Resources and Organisational Development tdickinson@valeofglamorgan.gov.uk	
February 2025	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	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@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
				final proposal on the budget.		
February 2025	Revenue Monitoring – Q3.	Last report in . 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.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	
February 2025	Capital Monitoring – Q3.	Last report in March 2023 . 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.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@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
February 2025	Vale of Glamorgan Council – Proposed Fees and Charges	Cabinet Forward Work Programme Item.	To propose service changes.	To allow scrutiny of the proposals.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	
February 2025	Treasury Management and Investment Strategy 2025/26 and Update 2024/25.	Cabinet Forward Work Programme Item.	To provide an interim report on the Council's treasury management operations for the period 1st April, 2024 to 31st December, 2024 and to submit for consideration the proposed 2025/26 Treasury Management and Investment Strategy.	To allow scrutiny of the progress made.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	
March 2025	Service Plans and Target Setting to Deliver the Vale of Glamorgan Annual Delivery Plan 2025/26.	Cabinet Forward Work Programme Item. Last report in March 2024 .	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	Tom Bowring Director of Corporate Resources TBowring@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
				Annual Delivery Plan.		
March / April 2025	Annual Delivery Plan - Quarter 3 2024/25 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 3 performance results for the period 1 st October 2024 to 31 st December 2024 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.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	
April 2025	Glamorgan Voluntary Services Annual report.	Last report in April 2024 (Extraordinary meeting on the 24 th April 2024).	The Glamorgan Voluntary Services Annual report be reported on an Annual basis to this Scrutiny Committee.	For Member's awareness, comment and scrutiny.	Rachel Connor Glamorgan Voluntary Services (GVS)	
April 2025	Annual Equality Monitoring Report 2025 - 2026.	Cabinet Forward Work Programme Item.	To seek approval of the Annual Equality Monitoring Report.	To enable the Scrutiny Committee to consider the report and to enable publication to meet statutory duties.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	

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

Report	Responsible Officer and Contact Details	Commentary
Unacceptable Actions Report	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Agreed at the Committee meeting in April 2022 to be received periodically.
PSB partners be invited to address and report to the committee regarding relevant parts of their work.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Raised by Committee in July and December 2023. Opportunities for PSB partner attendance at Committee meetings will be progressed in due course.

Possible Task and Finish Group Suggestions:

Subject	Responsible Officer and Contact Details	Commentary
At its meeting on 17 th January 2024, the Committee agreed on a review of the Council's Procurement Policy and Strategy (Min No 708 refers).	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Agreed at the meeting of Scrutiny Chairs and Vice Chairs Group in September that the review of the new Procurement Policy and Strategy would be chosen and would be the first to be undertaken by the relevant Task and Finish Group.

Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Annual Welsh Monitoring Report.	Tom Bowring Director of Corporate Resources	Usually in July each year.

	TBowring@valeofglamorgan.gov.uk	
Annual Equality Monitoring Report	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	TBC
Corporate Safeguarding Annual Report	Tracy Dickinson, Head of Human Resources and Organisational Development tdickinson@valeofglamorgan.gov.uk	Usually in July each year.
Vale of Glamorgan Council – Proposed Fees and Charges	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Usually in February each year.
Public Services Board (PSB) Annual Report	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Usually in October each year.
Glamorgan Voluntary Services Annual report	Rachel Connor Glamorgan Voluntary Services (GVS)	Usually in April each year.

Biannual Reports

Report	Responsible Officer and Contact Details	Commentary
Corporate Safeguarding Mid Term Report	Tracy Dickinson, Head of Human Resources and Organisational Development tdickinson@valeofglamorgan.gov.uk	Usually in December each year (Annual version in July).
Project Zero Update	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Following the meeting of the Committee in January 2023, it was recommended to have a biannual update of the progress of Project Zero.

Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
Quarterly Decision Tracking and Forward Work Programme	Karen Bowen Principal Democratic and Scrutiny Services Officer KBowen@valeofglamorgan.gov.uk	Each quarter
Quarterly Performance Reports: Corporate Health	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Each quarter
Quarterly Capital and Revenue Monitoring reports	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Each quarter

Financial Reports

Report	Responsible Officer and Contact Details	Commentary
Revenue Outturn Closure of Accounts 20**/**.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Usually in July each year.
Capital Outturn Closure of Accounts 20**/**.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Usually in July each year.
Revenue Refresh MTFP - Initial Revenue Programme Budget Proposals. Pre-settlement.	Matt Bowmer, Head of Finance / Section 151 Officer,	Usually in November each year.

	mbowmer@valeofglamorgan.gov.uk	
Capital Strategy - Initial Capital Programme Budget Proposals. Pre-settlement.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Usually in November each year.
Revenue Refresh MTFP - Initial Revenue Programme Budget Proposals. Post-settlement.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Usually in February each year.
Capital Strategy - Initial Capital Programme Budget Proposals. Post-settlement.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Usually in February each year.
Annual Treasury Management Report 2022/23.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Usually in July 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.