



Resources Scrutiny Committee Forward Work Programme 2025 - 26

Corporate Plan Objectives
Being the best Council we can be.
Remit: Corporate Policies and Performance, Communication and Participation, Customer Relations, Finance, Procurement, Digital, Property, Human Resources, Equalities (internal policy) and Welsh (internal policy).

Cabinet Members	Directors
Cabinet Member - Performance and Resources Cllr Lis Burnett	Director of Corporate Resources Tom Bowring
Cabinet Member – Community Engagement, Equalities and Regulatory Services. Cllr Ruba Sivagnanam	SLT: Head of Finance – Matt Bowmer Head of Digital – Nickki Johns Head of Legal and Democratic Services – Victoria Davidson Head of HR and Organisational Development – Tracy Dickinson

Democratic Services Contact	Committee Membership
Liz Whitaker Democratic and Scrutiny Services Officer ewhitaker@valeofglamorgan.gov.uk 01446 709144	Committee Membership Webpage Scrutiny Information Webpage(s)

Co-opted Membership - TBC	
[NAME]	[Organisation]

Forms of Scrutiny	
Investigative (Task and Finish)	Committees can take deeper dives into topics using a range of methods based upon the Committee's forward work programme and identified priorities.
Proposal	Policies are in development and are seeking Scrutiny feedback and recommendations to help shape the Council's future direction.
Briefings	Information only or update items which are for noting and where scrutiny can add limited value but the Member call-in procedure can be used.

Task and Finish Working Groups [Investigative]		
<ul style="list-style-type: none"> • Cross-party work, with a clearly defined scope, and the Cabinet Member sighted. • Brought together on a voluntary basis by 4 to 8, politically balanced (where practical) Members, with the Chair decided by the "home" Scrutiny committee. • Leverage the expertise of officers, partners, wider stakeholders alongside evidence and insight from the people of the Vale of Glamorgan who will be invited and encouraged to participate as expert witnesses and share their lived experiences. • Hold the Cabinet and officers accountable on specific topics while proactively shaping the Council's policy direction. • Reports and recommendations fed back to the Cabinet Member, Scrutiny Committee and Cabinet for consideration. 		
Topic	Officer Lead	Timeframe (Max 12 Week Period)
Procurement T&F (CPR)	Mark Thomas	Due to conclude in May/June 2025

Resources Committee Meetings [Proposal]		
<ul style="list-style-type: none"> • Six scheduled meetings per Municipal Year. • Opportunity for Committees to make individual recommendations on policies that are still in their development stage, and where decisions have yet to be taken. • Committee recommendations fed back to Cabinet to consider as a policy develops, with Cabinet providing a response to recommendations, including any rationale for accepting, partially accepting or rejecting. • Arena for responding to Cabinet Member Decision Call-ins and/or Committee Requests for Consideration. 		
Topic	Officer Lead	Meeting Date
Proposed Annual Resources Forward Work Programme	Liz Whitaker – Democratic Services Officer	21st May 2025
Procurement Task and Finish Group Report (CPR)	Mark Thomas Democratic Services Officer	9th July 2025
Q4 Sickness Absence Report	Laithe Bonni	9th July 2025

	Operational Manager Employee Services	
Vale of Glamorgan Public Services Board Annual Report	Tom Bowring Director of Corporate Resources	17th September 2025
Draft People Strategy	Tracy Dickinson Head of HR and Organisational Development	19th November 2025 (TBC)
Draft Procurement Policy and Strategy	Matt Bowmer Head of Finance / Section 151 Officer	19th November 2025
Resources Scrutiny Committee Recommendation Tracking and Updated FWP	Liz Whitaker Democratic Services Officer	19th November 2025
Q2 Sickness Absence Report	Laithe Bonni Operational Manager Employee Services	21st January 2025
Annual Equality Monitoring Report	Tom Bowring / Rob Jones Operational Manager - Corporate Communications	25th March 2025
Pay Policy 2026/2027	Tracy Dickinson Head of HR and Organisational Development	25th March 2025
Quarterly Revenue Monitoring	Matt Bowmer Head of Finance/Section 151 Officer Gemma Jones Operational Manager - Accountancy	To be scheduled on a quarterly basis.
Quarterly Capital Monitoring	Matt Bowmer Head of Finance/Section 151 Officer Gemma Jones Operational Manager - Accountancy	To be scheduled on a quarterly basis.
Welsh Language Standards Annual Monitoring Report	Tom Bowring / Rob Jones Operational Manager - Corporate Communications	To be scheduled.
Let's Talk About Life in The Vale Survey	Helen Moses Operational Manager - Corporate Strategy and Insight	To be scheduled.
Carbon Management Plan		To be confirmed / scheduled.

Member Briefings

- Information only reports provided to Elected Members, with a notification indicating when new material is available.
- Ad hoc reports and presentations from the Council and Partner organisations which would likely not benefit from Scrutiny time but be useful information to support Members in improving their awareness of local, regional and national policy direction.
- Member briefing sessions would be arranged, often before relevant Scrutiny Committee meetings, to invite officers or wider partners to provide whole Member briefing sessions and presentations as appropriate.

[illegible]

Working Group. – (If Required)	
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[Purpose of Group]

[Membership]