

Meeting of:	Corporate Performance and Resources Scrutiny Committee
Date of Meeting:	Thursday, 16 June 2022
Relevant Scrutiny Committee:	Corporate Performance and Resources
Report Title:	4th Quarter Scrutiny Recommendation Tracking 2021/22 and Proposed Annual Forward Work Programme Schedule 2022/23.
Purpose of Report:	To report progress on 2021/22 Scrutiny recommendations and to confirm the Committee's proposed Annual Forward Work Programme for 2022/23.
Report Owner:	Rob Thomas, Chief Executive
Responsible Officer:	Mark Thomas, Democratic and Scrutiny Services Officer, 01446 709 279.
Elected Member and Officer Consultation:	None.
Policy Framework:	This report is in accordance with the recommendations of the Audit Wales (formerly Wales Audit Office) Democratic Renewal report and acknowledges the recommendations of the review of the Council's scrutiny function.
<p>Executive Summary:</p> <ul style="list-style-type: none"> • The report advises Members of progress in relation to the Scrutiny Committee's historical recommendations and the proposed Annual Forward Work Programme Schedule for 2022/23: <ul style="list-style-type: none"> - 4th Quarter Recommendation Tracking January to March 2022 (Appendix A); - Cabinet Annual Forward Work Programme 2022/23 (Appendix B); - Proposed Annual Forward Work Programme Schedule for 2022/23 (Appendix C); 	

Recommendations

1. That the status of the actions listed in Appendix A to the report be agreed.
2. That the Cabinet Annual Forward Work Programme for 2022/23 attached at Appendix B, in the context of the Homes and Safe Communities Scrutiny Committee Annual Forward Work Programme 2022/23 content, be noted.
3. That the Committee's proposed Annual Forward Work Programme Schedule for 2022/23 attached at Appendix C be approved and uploaded to the Council's website.

Reasons for Recommendations

1. To maintain effective tracking of the Committee's recommendations.
2. To align with section 7.6 of the Cabinet and Scrutiny Roles and Responsibilities Protocol.
3. For public information.

1. Background

- 1.1 An integral part of effective scrutiny is a mechanism for Scrutiny Committees to monitor their recommendations to ensure that desired actions are carried out and where necessary progress is reported back.
- 1.2 The Work Programme Schedule provides a breakdown of reports anticipated to be considered by the Scrutiny Committee over the forthcoming months.

2. Key Issues for Consideration

- 2.1 Appendix A as attached to this report, set out the previous recommendations of the Scrutiny Committee and Members are requested to review progress against each recommendation, to assess whether further action may be required, ensure the required action is undertaken and to confirm which recommendations are to be agreed as completed.
- 2.2 It is important that Scrutiny Committee recommendations are tracked and monitored as failure to do so could result in a risk that recommended courses of action will not be followed and consequently lost. This would undermine the credibility of the scrutiny process.
- 2.3 The Work Programme has been aligned to the Annual Cabinet Forward Work Programme as endorsed by Cabinet on 25th April 2022 and attached at Appendix B.
- 2.4 Members are also requested to confirm approval of the proposed Scrutiny Committee Work Programme Schedule attached at Appendix C, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances. The schedule includes notes

on reports that were scheduled to be reported in the previous quarter that have now been slipped to the 2022-23 Municipal year.

- 2.5** The Scrutiny and Cabinet Roles and Responsibilities Protocol Point 7.6 states it is essential that the Cabinet Work Programme is taken into account when Scrutiny Committees are drawing up their own Work Programmes and also details reports that have been requested by the Scrutiny Committee together with items that require regular monitoring and scrutiny. Other reports will be added to the schedule as and when necessity arises. The schedule will also detail Requests for Consideration that have been received and the consideration given by officers of the likely date they can be reported to the relevant Committee.
- 2.6** With regard to Call-in Requests that are made following decisions of Cabinet, as these are required to be dealt with within 20 working days of a Cabinet decision (as per the Council's Constitution), they will be included within the Programme as and when received.
- 2.7** In response to an Audit Wales (formerly Wales Audit Office) review into Scrutiny, the Council has aimed to deliver an annual scrutiny-driven issues planning process for each Scrutiny Committee. The Committee is therefore asked to closely consider its forward work programme (attached at Appendix C) by identifying:
- The specific areas of interest for the Committee.
 - How to engage stakeholders (including Ward Members and the public).
 - The most appropriate forms of scrutiny for each (e.g. 'task and finish', expert witnesses, site visits, joint approaches to scrutiny etc.).
 - The issues where scrutiny can have the most impact and value to be gained from consideration.
- 2.8** Discussions in relation to broadening the Work Programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chair and Vice-Chair Group having regard to resource implications and corporate priorities.
- 2.9** In response to the 2019/20 Scrutiny Impact Member Survey, published in February 2020, the Scrutiny Committee Chair and Vice-Chair Group on 3rd March 2021 agreed that Scrutiny Committee Chairpersons and Cabinet Members were best placed to present the Recommendation Tracking and Forward Work Programme Update Reports at Committee meetings to highlight the fact that both documents were under the Committee's ownership and management.
- 2.10** Published versions of the Forward Work Programme can also be found on the Council's website via the following link:
https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/scrutiny/scrutiny_committees.aspx

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- 3.1 The Scrutiny Committees have a responsibility to report annually to the Council their future work programmes in the form of a 'Scrutiny Annual Report.'
- 3.2 Scrutiny Committee Forward Work Programmes are published by the Council on a quarterly basis which encourages engagement / involvement by the public in the decision-making process.
- 3.3 The Scrutiny Public Participation Guide can be found at <https://www.valeofglamorgan.gov.uk/Documents/Our%20Council/Scrutiny/Guidance/Public-Scrutiny-Booklet.pdf>
- 3.4 The Scrutiny Forward Work Programme provides details of reports and items proposed to be considered by the Committee over the coming Municipal year (June 2022 – April 2023).

4. Resources and Legal Considerations

Financial

- 4.1 None as a direct result of this report.

Employment

- 4.2 None as a direct result of this report.

Legal (Including Equalities)

- 4.3 None as a direct result of this report.

5. Background Papers

[Q3 Tracking \(valeofglamorgan.gov.uk\).](#)

[Scrutiny Committees' Annual Report May 2019 - April 2021](#)

[Cabinet & Scrutiny Roles and Responsibilities Protocol.](#)

Uncompleted Recommendations

4th Quarter 2021-22

SCRUTINY RECOMMENDATION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE				
Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status

20 January 2022

Min. No. 764 – Q2 Sickness Absence Report 2021/22 (REF) – Recommended	Corporate Performance & Resources		Operational Manager for HR to include for future reports.	Ongoing
(1) That the future Quarter 3 Sickness Absence Report include details of sickness absence comparisons with other Local Authorities.				
(2) That the report be noted and Cabinet be advised of the discussions at the meeting.				
Min. No. 768 – Audit Wales: Third Sector Partnership Working – Vale of Glamorgan Council (MD) – Recommended	Corporate Performance & Resources			
(2) That the comments of the Committee as discussed at the meeting be communicated to the Voluntary Sector Joint Liaison Committee meeting on 7 th February.			Voluntary Sector Joint Liaison Committee, at its meeting on 7 th February, 2022, noted the Scrutiny Committee's comments and agreed [3] That the report be referred to the Governance and Audit Committee and thereon to Cabinet for endorsement of the proposed actions to address the proposals for improvement together with relevant comments from the Voluntary Sector Joint Liaison Committee and the Corporate Performance and Resources Scrutiny Committee. (Min. No. 833 refers)	Completed
(3) That the Glamorgan Voluntary Services Annual report that is presented to the Voluntary Sector Joint Liaison Committee be also reported on an Annual basis to this Committee and that arrangements be made for this Committee to receive the current report together with a presentation prior to May 2022.				
(4) That, the report, including the comments as discussed at the meeting, be referred to the Governance and Audit Committee and thereon to Cabinet for consideration and endorsement of the proposed actions to address the proposals for improvement.				

Uncompleted Recommendations

4th Quarter 2021-22

SCRUTINY RECOMMENDATION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE

Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
			<p>Cabinet, at its meeting on 28th March, 2022, considered the comments made by the Corporate Performance and Resources Scrutiny and the Governance and Audit Committees and resolved</p> <p>[1] That the proposed actions and changes to address the proposals for improvement together with relevant comments from the Governance and Audit Committee and the Corporate Performance and Resources Scrutiny Committee be endorsed.</p> <p>[2] That the recommendations of the Governance and Audit Committee be noted and that a suggested way forward for the 4 Proposals for Improvement should be via a Task and Finish Group (Min No C884 refers)</p> <p>Furthermore, the current Glamorgan Voluntary Services Annual report and presentation was received by the Corporate Performance and Resources Scrutiny Committee on 14th April 2022. (Min No 1046 refers)</p>	
<p>Min. No. 769 – Vale of Glamorgan Public Services Board – Draft Wellbeing Assessment (MD) – Recommended</p>	<p>Corporate Performance & Resources</p>			
<p>(1) That the draft Wellbeing Assessment be noted and the Public Services Board advised of the Committee’s views, as discussed at the meeting, as part of the formal consultation process.</p>			<p>Head of Service to inform PSB.</p>	<p>Ongoing</p>
<p>(2) That the PowerPoint presentation provided at the meeting, together with the link to the report, be circulated to all Members of the Committee and the Council for information.</p>			<p>Sent out to Members and placed on MemberNet.</p>	<p>Completed</p>

Uncompleted Recommendations

4th Quarter 2021-22

SCRUTINY RECOMMENDATION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE				
Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status

17 February 2022				
Min. No. 866 – Welsh Language Promotion Strategy (CX) – Recommended	Corporate Performance & Resources			
That Cabinet be informed of the comments made by Corporate Performance and Resources Scrutiny Committee on the Welsh Language Promotion Strategy, namely: <ul style="list-style-type: none"> The need for the Strategy and Action Plan to encourage the learning and use of Welsh outside of schools and the education environment, such as encouraging families to speak Welsh at home and to pursue more informal methods of teaching Welsh outside of school times as well as the possible use of informal 'discussion groups' or similar in order to continue and expand Vale residents' speaking and understanding of Welsh. The importance of including and involving parents from a non-Welsh speaking background who have children in Welsh medium education as part of the Welsh Language Promotion Strategy, in order to help achieve its success. The need to encourage both Elected Members and Officers within the Vale of Glamorgan Council to learn and to use Welsh both inside and outside their roles. 			Cabinet, on 28 th February, 2022, resolved [2] That the views of the Scrutiny Committees (Learning and Culture and Corporate Performance and Resources) be considered alongside the report. [3] That the Council's five-year Welsh Language Promotion Strategy (2022- 2027) and accompanying action plan be approved. (Min. Nos.C836 and C848 refer)	Completed
Min. No. 867 – Vale of Glamorgan Council Draft Annual Delivery Plan 2022/23 (CX) – Recommended	Corporate Performance & Resources			
That the Committee endorses the consultation report (Appendix B) on the draft Plan and the updated draft Annual Delivery Plan (Appendix A) following consultation and to recommend it wholeheartedly to Cabinet for their consideration.			Cabinet, at its meeting on 28 th February, 2022, noted the Committee's comments and resolved [1] That the draft Annual Delivery Plan (Appendix A to the report) be endorsed and referred to Council on 7 th March, 2022 for consideration and approval. (Min. Nos. C835 and C847 refer) Council, on 7 th March, 2022 approved the Council's	Completed

Uncompleted Recommendations

4th Quarter 2021-22

SCRUTINY RECOMMENDATION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE				
Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
			Annual Delivery Plan 2022/23. (Min. No. 907 refers)	
Min. No. 868 – 3rd Quarter Scrutiny Recommendation Tracking 2021/22 and Updated Committee Forward Work Programme Schedule 2021/22 (CX) – Recommended	Corporate Performance & Resources			
(2) That the updated Committee Forward Work Programme Schedule attached at Appendix B be approved and uploaded to the Council's website subject to the item regarding the Vale of Glamorgan Annual Delivery Plan 2022/23 being moved from March 2022 to February 2022 on the Forward Work Programme, when it was presented to the Committee.			Forward Work Programme amended and uploaded to the Council's website.	Completed
17 March 2022				
Min. No. 988 – Annual Delivery Plan Monitoring Report: Quarter 3 Performance 2021/22 (CX) – Recommended	Corporate Performance & Resources			
(2) That the remedial actions to be taken to address areas of underperformance and to tackle the key challenges identified within the remit of the Committee be noted and that the Committee's views and recommendations be referred thereafter to Cabinet for their consideration and approval, namely: <ul style="list-style-type: none"> • To review some of the performance measures and results provided within the Annual Delivery Plan, which, although counting as small-scale successes and positive results in their own right, were perhaps only partial improvements and did not provide the full context and background to these measures. • That further information / updates be provided on the following areas: <ul style="list-style-type: none"> ○ Recruitment for Shared Regulatory Services (SRS). It was explained there were challenges around recruitment, but measures were in place 			Cabinet, at its meeting on 28 th March, 2022, resolved [1] That the comments made at the Corporate Performance and Resources Scrutiny Committee on 17 th March, 2022 be noted and that many of the comments made already had associated actions in place against them. [2] That any future reports to go to Corporate Performance and Resources Scrutiny Committee were also referred to Cabinet. (Min. No. C888 refers)	Completed

Uncompleted Recommendations

4th Quarter 2021-22

SCRUTINY RECOMMENDATION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE

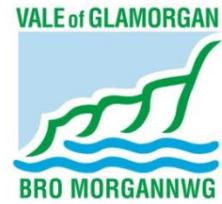
Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
<p>to mitigate these and improve recruitment opportunities. Further details would be provided to the Committee when available.</p> <ul style="list-style-type: none"> ○ On progress made by the new CLA (Children Looked After) Manager on opportunities to involve, engage and communicate with all children, young people and families that use the Council's service (including those with protected characteristics). Further details would be requested from Children and Young People Services. ○ The review of building / street names and monuments. A further update would be provided on the work undertaken for this, and to look at convening a meeting of the review panel for this purpose. ○ The potential need for a fourth round of vaccination due to rising levels of COVID-19. Further details would be provided to the Committee when available. 				
<p>Min. No. 989 – Service Plans and Target Setting to Deliver the Annual Delivery Plan 2022/23 (CX) – Recommended</p>	<p>Corporate Performance & Resources</p>			
<p>(1) That the Service Plans (attached at Appendix A to the report) and all planned activities as they relate to the remit of this Committee (as illustrated in Appendix C to the report) be endorsed for Cabinet consideration.</p>			<p>Cabinet, at its meeting on 11th April, 2022, resolved that the comments made at the Corporate Performance and Resources Scrutiny Committee on 17th March 2022 be noted and that Council Officers take forward the recommendation that the Scrutiny Committees, full Council and Cabinet receive a presentation on Service Plans and Target Setting in order to better understand this topic and to ensure a fully informed debate and scrutiny of this. (Min No C898 refers)</p>	<p>Completed</p>
<p>(2) That the proposed service improvement targets for 2022/2023 (attached at Appendix B to the report) relating to the remit of this Committee be endorsed for Cabinet consideration.</p>				
<p>(3) That for future Service Plans and Target Setting to deliver the Annual Delivery Plan, Cabinet and the Scrutiny Committee Chair and Vice-Chair Group, following the local elections, considers additional,</p>			<p>Head of Service to make the necessary arrangements.</p>	<p>Ongoing</p>

Uncompleted Recommendations

4th Quarter 2021-22

SCRUTINY RECOMMENDATION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE

Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
complementary, means of scrutinising these more effectively, such as through a presentation, dedicated workshop or task and finish group prior to their final submission to Scrutiny.				
Min. No. 991 – Project Zero – Update, Resources, Evidence And Reporting (REF) – Recommended	Corporate Performance & Resources			
<p>That Cabinet be informed of the comments made by Corporate Performance and Resources Scrutiny Committee on Project Zero – Update, Resources, Evidence and Reporting, namely:</p> <ul style="list-style-type: none"> • Greater emphasis on producing and sourcing food locally within the Vale of Glamorgan in order to reduce carbon emissions from importing food externally. • Greater focus on insulating public and other types of building in order to reduce carbon emissions and to help reduce fuel consumption / costs. • For the Council to lobby Welsh Government and UK Government regarding procurement practices and policies, in order to work towards more carbon neutral solutions. • That the Council looks to influence practices both in terms of procurement locally and the wider supply chain, as well as setting best practice and that the Council ensures its policies and processes around Project Zero are sufficiently robust, durable and effective. 			Cabinet, at its meeting on 28 th March, 2022, resolved that the comments made at the Corporate Performance and Resources Scrutiny Committee on 17 th March, 2022 be noted and that many of the comments made already had associated actions in place against them and work was ongoing. (Min. No. C889 refers)	Completed



VALE of GLAMORGAN COUNCIL CABINET OFFICE

Cabinet Annual Strategic Forward Work Programme

June 2022 – April 2023



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Forward Work Programme: June 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
June	Sickness Absence Report.	To update Members of the Cabinet on the sickness absence statistics for the 12-month period from 1 April 2021 to 31 March 2022.	Leader	Yes (Corporate Performance and Resources)	No
June	Project Zero	To report progress in delivering Project Zero.	Leader	Yes (Corporate Performance and Environment and Regeneration)	No
June	Annual Welsh Monitoring Report.	To consider the Annual Welsh Monitoring Report for 2021/22.	Leader	Yes (Learning and Culture)	No
June	Appointments to Outside Bodies / Joint Committees	To appoint / nominate representatives to the Outside Bodies / Joint Committees detailed in the report.	Leader	No	No
June	Corporate Safeguarding Annual Report.	To update Cabinet on the work that has been undertaken to improve corporate arrangements for safeguarding and protecting children and adults who require specific Council services and to ensure that these arrangements are effective.	Social Care and Health	Yes (All Scrutiny Committees)	No

Forward Work Programme: July 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
July	Closure of Accounts 2021/22.	The accounts are complete and this report is to inform Cabinet of the provisional financial position of the Council for the 2021/22 financial year.	Leader	No	No
July	Annual Treasury Management Report 2021/22.	To present to Cabinet the annual review report on Treasury Management 2021/22.	Leader	Yes (Audit Committee)	Yes
July	Revenue Monitoring for the Period 1st April to 31st May, 2022.	To advise Cabinet of the progress relating to revenue expenditure.	Leader	Yes (All Scrutiny Committees)	No
July	Capital Monitoring for the Period 1st April to 31st May, 2022.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
July	Budget Strategy 2023/24.	To submit the Budget Strategy for 2023/24.	Leader	No	No
July	Cabinet Quarterly Work Programme - April to June 2022 and July to September 2022.	To inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period April to June 2022 and to confirm the Quarterly Work Programme for July to September 2022 in order that the Annual Strategic Work Programme can be amended	Leader	No	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		and uploaded to the website.			
July	End of Year 2021/22 Corporate Plan Performance Report.	To present end of year performance results for the period 1st April 2021 to 31st March 2022 in relation to our Well-being Outcomes and Corporate Health priorities, including an update of our progress in addressing recommendations and improvement proposals from our external regulators.	Leader	Yes (All Scrutiny Committees)	No
July	Climate Change	To consider the revised Climate Change Challenge Plan post consultation.	Leader	No	Yes
July	Vale of Glamorgan Replacement LDP (2021-2036) – Draft Sustainability Appraisal Scoping Report	To consider and approve the Draft Sustainability Appraisal Scoping Report for consultation purposes	Legal, Regulatory and Planning Services	No	No
July	Annual Report: Section 106 Agreements 2021/22.	To report on annual S106 income and expenditure.	Legal, Regulatory and Planning Services	No	No

Forward Work Programme: September 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
September	Vale of Glamorgan Annual Report (Improvement Plan Part 2) 2021/22.	To present the draft Vale of Glamorgan Annual Report (Improvement Plan Part 2) 2021/22, which outlines our progress towards achieving the Council's Well-being (Improvement) Objectives.	Leader	No	Yes
September	Strategic Collaborative Working Initiatives Update.	To provide oversight of the range of strategic level collaborative working activity the Council is involved in and what is being achieved.	Leader	No	No
September	Local Development Plan Annual Monitoring Report.	To report to Cabinet the findings of the Council's Local Development Plan Annual Monitoring Report and to seek approval to submit it to the Welsh Government by the 31st October 2022.	Legal, Regulatory and Planning	No	No
September	Director's Annual Report 2021/22.	To ensure Cabinet agree the future priorities for the service.	Social Care and Health	No	No

Forward Work Programme: October 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
October	Revenue Monitoring for the period 1st April to 31st August 2022.	To advise Cabinet of the progress relating to revenue expenditure.	Leader	Yes (All Scrutiny Committees)	No
October	Capital Monitoring for the period 1st April to 31st August 2022.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
October	Project Zero	To report progress in delivering Project Zero.	Leader	Yes (Corporate Performance and Environment and Regeneration)	No
October	Cabinet Quarterly Work Programmes – July to September 2022 and October to December 2022.	To inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period July to September 2022 and to confirm the Quarterly Work Programme for October to December 2022 in order that the Annual Strategic Work Programme can be amended and uploaded to the website.	Leader	No	No

Forward Work Programme: November 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
November	Quarter 1 2022/23 Performance Report.	To present quarter 1 performance results for the period 1st April 2022 to 30th June 2022 for all service areas.	Leader	Yes (All Scrutiny Committees)	No
November	Revenue Monitoring for the period April to September 2022.	To advise Cabinet of the progress relating to revenue expenditure.	Leader	Yes (All Scrutiny Committees)	No
November	Capital Monitoring for the period April to September 2022.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
November	Initial Revenue Budget Proposals 2023/24 and Medium Term Financial Plan 2022/23 to 2025/26.	To gain Cabinet's approval for the amended revenue budget for 2023/24 and to commence consultation on the initial revenue budget proposals for 2023/24.	Leader	Yes (All Scrutiny Committees)	No
November	Initial Capital Programme Proposals 2023/24 to 2026/27.	To gain approval for the Initial Capital Programme Proposals for 2023/24 so that they may be submitted to Scrutiny Committees for consultation and amendments to the current Capital Programme.	Leader	Yes (All Scrutiny Committees)	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
November	Initial Housing Revenue Account (HRA) Budget Proposals 2023/24	To gain Cabinet's approval for the initial budget proposals for 2023/24 relating to the Housing Revenue Account so that the proposals may be submitted to Scrutiny Committee for consultation.	Leader	Yes (Homes and Safe Communities)	No
November	Treasury Management Mid-Year Report 2022/23.	To provide a mid-year report on the Authority's treasury management operations for the period 1 st April 2022 to 30 th September 2022.	Leader	No	Yes
November	Q2 Sickness Absence Report 2022/2023.	To update Cabinet on the sickness absence statistics for the 6-month period from 1 st April 2021 to 31 st September 2022.	Leader	Yes (Corporate Performance and Resources)	No
November	Draft Annual Delivery Plan – Consultation.	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	Leader	Yes (Corporate Performance and Resources)	No
November	STEAM Targets 2022/23 – Annual Report	To report annual results.	Education and Regeneration	Yes Environment and Regeneration)	No
November	Corporate Safeguarding Mid Term Report.	To update Cabinet on the work that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council. To provide assurance and understanding around safeguarding activity	Social Care and Health	No	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		taking place across the Council.			

Forward Work Programme: December 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
December	School Admission Arrangements 2024-2025.	To seek Cabinet approval to consult on the Local Authority's school admission arrangements as required by the Welsh Governments School Admission Code.	Education and Regeneration	Yes (Learning and Culture)	No
December	Housing Support Grant Annual Delivery Plan.	To adopt the draft Housing Support Grant Delivery Plan and seek authorisation for its submission to Welsh Government.	Housing and Building	Yes	No
December	Vale of Glamorgan Replacement LDP (2021-2036) – Sustainability Appraisal Scoping Report	To report the findings of the stakeholder consultation	Legal, Regulatory and Planning	No	No

Forward Work Programme: January 2023

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
January	Revenue Monitoring for the Period 1st April to 30th November 2022.	To advise Cabinet of the progress relating to revenue expenditure.	Leader	Yes (All Scrutiny Committees)	No
January	Capital Monitoring for the period 1st April to 30th November 2022.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
January	Quarter 2 Corporate Plan Performance Report.	To present the Council's performance against the Corporate Plan for Q2.	Leader	Yes (Corporate Performance and Resources)	No
January	Timetable of Meetings: May 2023 to May 2024.	To consider a draft timetable of meetings for the period May 2023 - May 2024.	Leader	No	No
January	Pay Policy 2023/2024.	To ask Cabinet to consider and endorse the annual Council's annual Pay Policy for 2023/24 as set out prior to its submission to Council for approval.	Leader	Yes (Corporate Performance and Resources)	Yes
January	Cabinet Quarterly Work Programmes – October to December 2022 and January to March 2023.	To inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period October to December 2022 and to confirm the Quarterly Work	Leader	No	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		Programme for January to March 2023 in order that the Annual Strategic Work Programme can be amended and uploaded to the website.			

Forward Work Programme: February 2023

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
February	Capital Strategy 2023/24 and Final Capital Proposals 2023/24 to 2027/28.	To gain approval for the Final Capital Programme Proposals for the years 2023/24 to 2027/28.	Leader	No	Yes
February	Final Proposals for the Revenue Budget 2023/24.	The purpose of this report is to set out final proposals for Cabinet Members to consider, before making their recommendations to Council, in respect of the final revenue budget for the financial year 2023/24.	Leader	No	Yes
February	Final Housing Revenue Account (HRA) Budget Proposals 2023/24.	To set the HRA budget for the financial year 2023/24 and to set the rents and service charges for the forthcoming rent year beginning on 2 nd April 2023.	Leader	No	Yes
February	Treasury Management and Investment Strategy 2023/24 and Update 2022/23.	To provide an interim report on the Council's treasury management operations for the period 1 st April 2022 to 31 st December 2022 and to submit for consideration the proposed 2022/23 Treasury Management and Investment Strategy.	Leader	Yes (Audit Committee)	Yes

February	Project Zero	To report progress in delivering Project Zero.	Leader	Yes (Corporate Performance and Environment and Regeneration)	No
February	Housing Revenue Account Business Plan.	To obtain approval for the Housing Business Plan 2022.	Housing and Building Services	Yes (Homes and Safe)	Yes

Forward Work Programme: March 2023

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
March	Revenue Monitoring for the Period 1st April 2022 to 31st January 2023.	To advise Cabinet of the progress relating to revenue expenditure.	Leader	Yes (All Scrutiny Committees)	No
March	Capital Monitoring for the Period 1st April 2022 to 31st January 2023.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
March	Annual Equality Monitoring Report 2021-2022.	To seek Cabinet's approval of the Annual Equality Monitoring Report.	Leader	Yes (Learning and Culture)	No
March	Vale of Glamorgan Annual Delivery Plan 2023/24.	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	Leader	Yes (Corporate Performance and Resources)	No
March	Strategic Collaborative Working Initiatives Update.	To provide oversight of the range of strategic level collaborative working activity the Council is involved in and what is being achieved.	Leader	No	No
March	School Admission Arrangements 2024/2025.	Outcome of consultation and adoption of policy.	Education and Regeneration	No	No
March	Proposed Events Programme 2023-24.	Agreement of annual programme of events and allocation of funds.	Education and Regeneration	No	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
March	Vale of Glamorgan Replacement LDP (2021-2036) – Draft Preferred Strategy, Initial Sustainability Appraisal Report / HRA	To consider and approve the Draft Preferred Strategy, Initial Sustainability Appraisal Report and HRA for public consultation purposes	Legal, Regulatory and Planning	Yes	No

Forward Work Programme: April 2023

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
April	Cabinet Annual Strategic Forward Work Programme May 2023 - April 2024 and Cabinet Quarterly Work Programme – April to June 2023.	To inform Members of the Forward Work Programme of the Cabinet for the 12 month period May 2023 to April 2024, and the Cabinet Quarterly Work Programme from April – June 2023.	Leader	No	No
April	Quarter 3 Corporate Plan Performance Report.	To present the Council’s performance against the Corporate Plan for Q3.	Leader	Yes (All Scrutiny Committees)	No



Vale of Glamorgan Council

Corporate Performance and Resources Scrutiny Committee

Forward Work Programme

June 2022 (election year) – April 2023

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	4 th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Last Quarter 3 report received January 2022.	To report progress on the Scrutiny recommendations [Jan, Feb, Mar] and to confirm the Committee's work programme for 2022/23.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
June	Introduction To the Corporate Performance & Resources Scrutiny Committee.		Introduce the Committee to the work and remit of the Corporate Performance & Resources Scrutiny Committee.	To make Committee Members aware of the work and remit of the Corporate Performance & Resources Scrutiny Committee.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
June	Sickness Absence Report - CFWP	Quarter 2 reported to Committee in January 2022.	To include quarter by quarter comparisons and details of the wellbeing work being undertaken to date as requested by the Committee	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	
June	Project Zero	Presented to Committee in June 2021	To report progress in delivering Project Zero.	To update the Committee on the continuing engagement being undertaken as part of Project Zero.	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	
July	Corporate Safeguarding	Previously referred to Committee in June 2021	To update Committee on the work undertaken to improve corporate	To ensure that Committee is aware of recent developments in	Lance Carver, Director of Social Services,	

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 Report CFWP		arrangements and to ensure their effectiveness	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.	lcarver@valeofglamorgan.gov.uk	
July	Closure of Accounts 2021/22	Last received July 2021.	The accounts are complete and this report is to inform Scrutiny Committee of the provisional financial position of the Council for the 2021/22 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	
July	1 st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Last municipal year 4 th Quarter received June 2022.	To report progress on the Scrutiny recommendations [Apr, May, June] and to confirm the Committee's work programme for 20 ^{**} / ^{**} .	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
July	End of Year 2021/22 Corporate Plan Performance Report	Cabinet Forward Work Programme Item.	To present end of year performance results for the period 1st April 2021 to 31 st March 2022 for the Corporate Plan Well-being Outcome including an update of progress in	To ensure the Council is effectively assessing its performance in line with the requirement to secure continuous improvement outlined in the Local	Tom Bowring, Head of Policy & Business Transformation 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
			addressing recommendations and improvement proposals from external regulators.	Government Measure (Wales) 2009 and reflecting the requirement of the Well-being of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the well-being goals for Wales. To ensure the Council implements its regulatory recommendations and improvement proposals and responds appropriately to the recommendations and proposals for improvement identified through the Wales Audit Office's programme of local and national Local Government Studies.		
July	Revenue and Capital Monitoring 1 st April to 31 st May 2022	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period	The Capital Economic Regeneration Reserve is managed effectively.	Matt Bowmer, Head of Finance / Section 151 Officer,	

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 budgets are matched to operational responsibilities.	mbowmer@valeofglamorgan.gov.uk	
August	RECESS					
September	Annual Delivery Plan Monitoring Report: Quarter 1 Performance 2022/23.	End of previous year received July 2022.	To present Quarter 1 performance results for the Corporate Plan Well-being Outcomes.	<p>To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan 2022/23 aimed at making a positive difference to the lives of Vale of Glamorgan citizens.</p> <p>To ensure the Council is effectively assessing its performance in line with the requirement to secure continuous improvement outlined in the Local Government Measure (Wales) 2009 and reflecting the</p>	Tom Bowring, Head of Policy & Business Transformation 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
				requirement of the Well-being of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the wellbeing goals for Wales.		
September	Vale of Glamorgan Public Services Board Annual Report 2020-21	Last reported in September 2021 (reference from Cabinet)	To present an overview of progress in delivering the Wellbeing Objectives and actions set by the Vale PSB in its Well-being Plan.	For Scrutiny to consider the report.	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	
October	2 nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule	1st Quarter received June 2022	To report progress on the Scrutiny recommendations [Jul, Sept] and to confirm the Committee's work programme for 20**/20**.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
October	Revenue and Capital Monitoring for the period 1 st April to 31 st August 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period.	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
October	Project Zero	Last reported in July 2022	To report progress in delivering Project Zero.	To update the Committee on the continuing engagement being undertaken as part of Project Zero.	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	
November	Quarter 1 2022/23 Performance Report	Cabinet Forward Work Programme Item.	To present Quarter 1 results	In order that performance can be monitored and any recommendations reported for consideration to Cabinet	Julia Archampong, Corporate Performance Manager. jarchampong@valeofglamorgan.gov.uk	Moved to December meeting
November	Quarter 2 sickness absence Report 2022/2023.	Cabinet Forward Work Programme Item.	To update Members on the sickness absence statistics for the 6-month period.	In order that Committee can monitor and consider the statistics and make any recommendations for consideration to Cabinet	Laithe Bonni, Operational Manager Employee Services lsbonni@valeofglamorgan.gov.uk	
December	Draft Annual Delivery Plan – Consultation.	Cabinet Forward Work Programme Item. Presented to Committee previously in December 2021.	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	For Committee to consider.	Tom Bowring, Head of Policy & Business Transformation 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
December	Quarter 2 2021/22 Performance Report	Last report in September (Quarter 1).	To present Quarter 2 results	In order that performance can be monitored, and any recommendations reported for consideration to Cabinet.	Julia Archampong, Corporate Performance Manager. jarchampong@valeofglamorgan.gov.uk	
December	Corporate Safeguarding Mid Term Report.	Last report in July 2022.	To update Cabinet on the work that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council. To provide assurance and understanding around safeguarding activity taking place across the Council.	To ensure that there is a wide-reaching level of Member of oversight regarding this important area.	Lance Carver, Director of Social Services, lcarver@valeofglamorgan.gov.uk	
December	Initial Revenue Programme Budget Proposals.	Cabinet Forward Work Programme Item. Presented to Committee previously in December 2021.	To inform Scrutiny Committee of the amended revenue budget and to submit for consultation the initial revenue budget proposals for 2022/ 23	In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Carys Lord, Head of Finance / Section 151 Officer, CLLord@valeofglamorgan.gov.uk	
December	Initial Capital Programme Budget Proposals.	Cabinet Forward Work Programme Item. Presented to Committee	To submit the Initial Capital Programme Proposals for 2022/23	In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees before	Carys Lord, Head of Finance / Section 151 Officer, CLLord@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
		previously in December 2021.		making a final proposal on the budget.		
December	Corporate Safeguarding Mid Term Report.	Annual version last received July 2022.	To update Cabinet on the work that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council. To provide assurance and understanding around safeguarding activity taking place across the Council.	For Committee for consideration.	Lance Carver, Director of Social Services, lcarver@valeofglamorgan.gov.uk	
January	Quarter 2 sickness absence Report 2022/2023	Cabinet Forward Work Programme Item.	To update Members	In order that Committee can monitor and consider the statistics and make any recommendations for consideration to Cabinet	Laithe Bonni, Operational Manager Employee Services lsbonni@valeofglamorgan.gov.uk	
January	3 rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Quarter 2 received October 2022.	To report progress on the Scrutiny recommendations [Oct, Nov, Dec] and to confirm the Committee's work programme for 2022/23.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
January	Revenue and Capital Monitoring 1 st April – 30 th November 2022	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure.	The Capital Economic Regeneration Reserve is managed effectively and budgets are	Matt Bowmer, Head of Finance / Section 151 Officer,	

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
				matched to operational responsibilities.	mbowmer@valeofglamorgan.gov.uk	
January	Public Services update report	Presented to Committee in January 2022	To report on progress and include quarter by quarter comparisons	For Committee to consider and to be aware.	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	
February	Pay Policy 2023/2024	Cabinet Forward Work Programme Item. (Presented to Committee in February 2022).	To consider the Pay Policy	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	3 rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Quarter 2 received October 2022.	To report progress on the Scrutiny recommendations [Oct, Nov, Dec] and to confirm the Committee's work programme for 2022/23.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
February	Project Zero	Cabinet Forward Work Programme Item. (Presented to Committee in March 2022).	To report progress in delivering Project Zero.	To update the Committee on the continuing engagement being undertaken as part of Project Zero.	Tom Bowring, Head of Policy & Business Transformation 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
February	Vale of Glamorgan Annual Delivery Plan 2022/23	Last received March 2022.	To present the Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	The views of all key stakeholders including Scrutiny Committees, inform the Council's draft Annual Delivery Plan	Julia Archampong, Corporate Performance Manager. jarchampong@valeofglamorgan.gov.uk	
March	Revenue and Capital monitoring for the period 1 st April 2021 to 31 st January 2022	Cabinet Forward Work Programme Item.	To advise on progress to date	To monitor progress	Carolyn Michael, Interim Head of Finance Michael@valeofglamorgan.gov.uk	
March	Service Plans and Target Setting	Last reported in March 2022.	To seek Members' endorsement of the priority actions as reflected in Service Plans and proposed service improvement targets that will deliver the Council's Annual Delivery Plan within the remit of the Committee.	.To ensure that the Service Plans aligned to this Committee's remit are accurate, up to date and relevant and become the main document through which performance against the Corporate Plan's Annual Delivery Plan is monitored and measured during the period in question. 2. To ensure the Council's Corporate Plan Performance Measurement Framework	Tom Bowring, Head of Policy & Business Transformation 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
				identifies a relevant set of performance measures and targets against which the Annual Delivery Plan can be monitored and measured during the period in question.		
March	Vale of Glamorgan Replacement LDP (2021-2036) – Draft Preferred Strategy, Initial Sustainability Appraisal Report / HRA	Reference from Cabinet.	To consider and approve the Draft Preferred Strategy, Initial Sustainability Appraisal Report and HRA for public consultation purposes.	TBC	TBC	
April	Quarter 3 Corporate Plan Performance Report	Last report in December (Quarter 2).	To provide Committee with the details of performance for Quarter 3.	In order that performance can be monitored, and any recommendations reported for consideration to Cabinet.	Julia Archampong, Corporate Performance Manager. jarchampong@valeofglamorgan.gov.uk	
April	Welfare Reform Update report		Ongoing update on Welfare Reform (as per Scrutiny Committee's decision on 16 th June, 2021).	To update Members on the work undertaken by the Council in the implementation of the UK Government's Welfare Reform agenda	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Slipped into 2022/23 from 2021/22 at the request of the Sec 151 Officer.

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	Glamorgan Voluntary Services Annual report	Last report in April 2022.	The Glamorgan Voluntary Services Annual report be presented to the Voluntary Sector Joint Liaison Committee and be reported on an Annual basis to this Scrutiny Committee and that arrangements be made for this Committee to receive the current report together with a presentation.	To provide the Committee with information of the work of GVS throughout the year.	Rachel Connor Glamorgan Voluntary Services (GVS).	
April	Unacceptable Actions Report – Annual Update.	Last report in April 2022.	For Committee to consider the update on Unacceptable Actions by Citizens and Social Media Policies.	As per purpose of the report.	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorg an.gov.uk	Agreed at the Committee meeting in April 2022 meeting to be received annually.

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

(Some of these reports have not been included in the main timetable but can be added as the situation progresses).

Report	Responsible Officer and Contact Details	Commentary
Report on how the Council should continue to reduce the gender pay gap with the aim for all scale levels to have equal representation (05 Feb 20: Min No 661)	Laithe Bonni, Operational Manager Employee Services lsbonni@valeofglamorgan.gov.uk	To be considered during the Council's Workforce Planning review.
Progress report on the Digital Strategy – Customer and Employee (03 Mar 20: Min No 724)	Tony Curliss, Operational Manager for Customer Relations tcurliss@valeofglamorgan.gov.uk Laithe Bonni, Operational Manager Employee Services lsbonni@valeofglamorgan.gov.uk	The Digital Strategy review is currently being undertaken – to be reported when completed.
Report in respect of income levels, utilisation and the rationale for all fees and charges (21 Feb 21 Min No 423)	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	To be reported as part of the budget setting process as part of the fees and charges approval process.
Report on comparison of income derived from football over recent years and number of teams (03 Mar 20: Min No 726)	Tom Bowring Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Impacted by Covid. Due to the exceptional year in which much organised activity was not possible, undertaking this exercise for the 2020/21 year was not feasible. However, this could be progressed retrospectively should Members deem it useful.

Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Welfare Reform Annual Progress Report	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Last reported 16 th June 2021 (Min No 138); update report to be presented in 2022/23 (date TBC).

Scrutiny Committees' Draft Annual Report	Cath Lindsey Assistant Democratic Services Officer celindsey@valeofglamorgan.gov.uk	Last reported to Full Council in December 2021 (Min 610); further report to go to Council / Scrutiny in 2022/23 (date TBC).
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Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
Quarterly Decision Tracking and Forward Work Programme	Mark Thomas Democratic and Scrutiny Services Officer methomas@valeofglamorgan.gov.uk	Each quarter
Quarterly Performance Reports: Corporate Health	Tom Bowring Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Each quarter

Infrequent

- Cabinet References.
- Revenue and Capital Monitoring Reports.
- Requests for Consideration.
- Cabinet Call-in.

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