

Meeting of:	Environment and Regeneration Scrutiny Committee
Date of Meeting:	Tuesday, 25 June 2019
Relevant Scrutiny Committee:	Environment and Regeneration
Report Title:	4th Quarter Scrutiny Decision Tracking of Recommendations and Proposed Work Programme Schedule 2019/20
Purpose of Report:	To report progress on the Scrutiny recommendations and to confirm the Committee's work programme for 2019/20
Report Owner:	Rob Thomas, Managing Director
Responsible Officer:	Gareth Davies, Democratic and Scrutiny Services Officer, 01446 709249
Elected Member and Officer Consultation:	None
Policy Framework:	This report is in accordance with the recommendations of the WAO 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 recommendations and confirms the proposed Work Programme Schedule for 2019/20: <ul style="list-style-type: none"> - 4th Quarter January to March 2019 (Appendix A) - 3rd Quarter October to December 2018 (Appendix B) - 2nd Quarter July to September 2018 (Appendix C) - 1st Quarter April to June 2018 (Appendix D) - Proposed Work Programme Schedule for 2019/20 (Appendix E). 	

Recommendations

1. That the views of the Committee on the status of the actions listed in Appendices A to D to the report be sought.
2. That the proposed Work Programme Schedule attached at Appendix E be approved and uploaded to the Council's website.

Reasons for Recommendations

1. To maintain effective tracking of the Committee's recommendations.
2. For 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 Appendices A to D attached to this report set out the 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 decision of Scrutiny Committees 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 Members are also requested to confirm approval of the proposed Scrutiny Committee Work Programme Schedule attached at Appendix E, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.
- 2.4 The Work Programme has been aligned to the Cabinet Forward Work Programme. 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.

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.

- 2.5** In response to the recent 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 E) 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
- 2.6** Discussions in relation to broadening the Work Programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chairmen and Vice-Chairmen Group having regard to resource implications and corporate priorities.
- 2.7** The Work Programme can also be found on the Council's website at 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.
- 3.2** Scrutiny Committee forward work programmes are published by the Council 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 work programme provides details of the reports / items proposed to be considered by the Committee over the coming year.

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

Relevant Scrutiny Committee and Cabinet minutes.

Uncompleted Recommendations

4th Quarter 2018-19

SCRUTINY DECISION TRACKING FORM ENVIRONMENT AND REGENERATION 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

10 January 2019				
Min. No. 653 – Town Centre Framework – Implementation Update (REF) – Recommended	Environment & Regeneration			
(1) That Cabinet be advised of the importance and emphasis for stakeholder consultation around what town centre traders want from the Council.			Cabinet, at its meeting on 18 th February, 2019, noted the contents of the report. (Min. No. C577 refers)	Completed
07 February 2019				
Min. No. 732 – Directorate of Environment and Housing – Proposed Fees and Charges for 2019/2020 (REF) – Recommended	Environment & Regeneration			
(1) That where applicable the fees for 2019/20 should be either rounded up or rounded down to the nearest whole figure.			To be progressed internally.	Completed
(2) That the Committee receive a further report outlining the long term management of allotments and the associated breakdown of costs.			Added to the Committee's work programme schedule.	Completed
Min. No. 734 – 3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2018/19 (MD) – Recommended	Environment & Regeneration			
(2) That the updated work programme schedule attached at Appendix D to the report be approved and uploaded to the Council's website.			Uploaded to the Council's website.	Completed
07 March 2019				
Min. No. 827 – Reshaping Services - Enforcement Services (REF) – Recommended	Environment & Regeneration			
(2) That a recommendation be referred to Cabinet to establish a central (to the Vale of Glamorgan area) base of operation for both the Environment and Highways Enforcement Team and the Civil Parking Enforcement Team under a new in-house enforcement model.			Cabinet, at its meeting on 18 th March, 2019, resolved [1] That the Cabinet proposals of 18 th February, 2019 together with Recommendations (1), (3), (4) (5) and (6) of the Environment and Regeneration Scrutiny Committee meeting of 7 th March, 2019 be endorsed.	Completed
(3) That a recommendation be referred to Cabinet that				

Uncompleted Recommendations

4th Quarter 2018-19

SCRUTINY DECISION TRACKING FORM ENVIRONMENT AND REGENERATION 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
body cameras be purchased and utilised by all members of Enforcement staff.			(Min. No. C628 refers)	Completed
(4) That a recommendation be referred to Cabinet that any alleged issues identified amongst staff employed by the current provider be addressed prior to the establishment of a new in-house enforcement model.				
(5) That a recommendation be referred to Cabinet that the Local Authority purchase and install its own supply of CCTV enforcement equipment.				
(6) That a recommendation be referred to Cabinet that the Vale of Glamorgan in-house Enforcement Service operates during weekend and bank holiday hours.				
(7) That the Environment and Regeneration Scrutiny Committee receives six monthly monitoring reports on progress achieved during a new in-house Enforcement Service model.			Added to work programme schedule.	Completed
Min. No. 828 - Strategic Transport Improvements In Dinas Powys - Update (REF) – Recommended	Environment & Regeneration			
(4) That the comments of the Scrutiny Committee, as well as the recommendations raised above, be referred to Cabinet for consideration.			Cabinet, on 15 th April, 2019, resolved [1] That the recommendations of the Scrutiny Committee be noted. [2] That the progress made on the WeITAG studies relating to improving strategic transport in Dinas Powys be noted. [3] That the decision of Welsh Government in relation to further funding be awaited and should grant funding not be available from Welsh Government for the completion of the Stage 2 WeITAG work, as identified in paragraph 4.7 of the report, the Head of Neighbourhood Services and Transport be authorised to seek an alternative funding source. [4] That in pursuance of Resolution (2), the Head of Neighbourhood Services and Transport progress with Stage 2 works for the Green and Pink Route exclusively. (Min. No. C656 refers)	Completed

Uncompleted Recommendations

4th Quarter 2018-19

SCRUTINY DECISION TRACKING FORM ENVIRONMENT AND REGENERATION 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
Min. No. 829 - Penarth Heights Sustainable Transport Consultation Report (Call-In) – Recommended	Environment & Regeneration			
(4) That the Environment and Regeneration Scrutiny Committee be provided with brief updates regarding the Cogan tunnel, bicycle and walking routes from Penarth Heights towards the Tesco site, the route between Pont y Werin to Cardiff Sports Village and the use of installing traffic lights within the proposed scheme.			Added to work programme schedule.	Completed
Min. No. 830 – Revenue and Capital Monitoring for the Period 1st April 2018 to 31st January 2019 (DEH) – Recommended				
(2) That a cost benefit analysis be undertaken on the conversion of standard lantern units to the installation of new LED lanterns or ornamental and bespoke street lighting units in residential areas.			To be provided when available.	Ongoing
Min. No. 831 – Vale of Glamorgan Well-Being / Improvement Objectives and Improvement Plan Part 1 2019/20 (DEH) – Recommended	Environment & Regeneration			
(1) That it be recommended to Cabinet that the Vale of Glamorgan Well-being (Improvement) Objectives and associated priority actions for 2019/20 as aligned to Well-being Outcome 2 be endorsed.		}	The Committee's views have been forwarded to the Improvement and Development Team for incorporation into an updated report to be presented to Cabinet. Cabinet, on 1 st April, 2019, noted the Scrutiny Committees' comments. (Min No C635 refers)	Completed
(2) That it be recommended to Cabinet that the Regeneration and Planning and Neighbourhood Services and Transport Service Plans for 2019/20 be endorsed.				
(3) That it be recommended to Cabinet that the proposed service improvement targets for 2019/20 aligned to Well-being Outcome 2 priorities be endorsed.			Cabinet, on 1 st April, 2019, noted the Scrutiny Committees' comments. (Min No C635 refers)	Completed

Uncompleted Recommendations

3rd Quarter 2018-19

Appendix B
Oct - Nov 2018

SCRUTINY DECISION TRACKING FORM ENVIRONMENT AND REGENERATION 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
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8 November 2018

Min. No. 476 – Civil Parking Enforcement Update (DEH) – Recommended	Environment & Regeneration			
(4) That a Member of the Committee be sought undertake a site visit to the Unit using the camera car at Cardiff City Council, and for the findings to be report back to the Committee.			No longer required as decision taken for a Camera Car to be introduced.	Completed

06 December 2018

Min. No. 571 – Quarter 2 (2018/19) Performance Report: An Environmentally Responsible and Prosperous Vale (MD) – Recommended	Environment & Regeneration			
(4) That a site visit to a waste recycling re-use shop be arranged for Members of the Committee.			Arrangements being made to visit “Tip Treasures” in Swansea.	Ongoing

Uncompleted Recommendations

2nd Quarter – 2018/19

Appendix C
Jul - Sep 2018

SCRUTINY DECISION TRACKING FORM ENVIRONMENT AND REGENERATION 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
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13 September 2018				
Min. No. 289 – Scrutiny Committees’ Draft Annual Report May 2017 - April 2018 (MD) – Recommended	Environment & Regeneration			
(2) That in relation to the Biomass development in Barry, the Chairman, on behalf of the Committee, write a follow up letter to the Welsh Government Minister in relation seeking a response to whether an Environmental Impact Assessment would be carried out.			Letter sent to the Welsh Government Minister for the Environment. Waiting for a response. Committee notified that Welsh Government were still considering certain legal aspects, and a decision will be issued as soon as possible.	Ongoing

Uncompleted Recommendations

1st Quarter 2018-19

SCRUTINY DECISION TRACKING FORM ENVIRONMENT AND REGENERATION 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
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17 May 2018

Min. No. 46 – Development of Tourism and Commercial Opportunities at Countryside Service Sites – Call-In - Councillor L. Burnett – Recommended	Environment & Regeneration			
(3) That a Scrutiny Task and Finish Group be established to look at future proposals for Tourism and Commercial Opportunities at Countryside Service sites and that this recommendation be referred to the Scrutiny Chairman and Vice-Chairman Group for its consideration in line with Corporate Priorities..			Was to be referred to the next meeting of the Scrutiny Committee Chairmen and Vice-Chairmen Group which was held on 19 th September, 2018. This meeting concentrated on the Council's response to the WAO's scrutiny review. It is anticipated that the Committee's request to establish a Task and Finish Group to look at Tourism and opportunities at Countryside Sites will be considered at the next meeting of the Scrutiny Committee Chairmen and Vice-Chairmen Group.	Ongoing

14 June 2018

Min. No. 94 – Whitmore Bay: Resort Cleaning Update (DEH) – Recommended	Environment & Regeneration			
(1) That the Chairman write to the new franchise holder of the railway lines regarding the extent of litter in and around train stations, with a copy of the letter also being sent to the Environment Minister stressing the importance of litter collection.			At its meeting on 8 th November, Committee was advised that a letter had been sent to the new rail franchise operator and a copy sent to the Welsh Government Minister for the Environment. A response to this letter was still pending so the Committee agreed that this action status could be amended to "Ongoing". (Min No 477 refers) Query passed to Transport for Wales.	Ongoing

ENVIRONMENT AND REGENERATION SCRUTINY COMMITTEE
FORWARD WORK PROGRAMME 2019/20

MONTH	REPORT TITLE
25 th June, 2019	<ul style="list-style-type: none"> • *CFWP - WelTAG Stage Two M4 to A48 Update • *CFWP - Vale of Glamorgan Toilet Strategy • Forward Work Programme and 4th Quarter Decision Tracking
23 rd July, 2019	<ul style="list-style-type: none"> • *CFWP – Closure of Accounts • *CFWP – Reshaping Update – Visible Services • *CFWP – Review of Schools Transport • *CFWP – Transport Grant Funding 2019/20 • *CFWP – Highway Resurfacing Plan • *CFWP – Revenue and Capital Monitoring • *CFWP – Trees Strategy • *CFWP – LED Street Lighting • *CFW0 – Penarth Cardiff Barrage Sustainable Transport Corridor WelTAG Stage One • *CFWP – Annual Section 106 Report • *CFWP – Review of Section 106 Affordable Housing Contribution Spend and House Build Programme • 1st Quarter Decision Tracking and Forward Work Programme
24 th September, 2019	<ul style="list-style-type: none"> • Corporate Safeguarding Annual Report (reference from Cabinet) • CFWP – Replacement for Town Centres Framework Scoping Report • *CFWP – Winter Maintenance Arrangements 2019/20 • *CFWP – Local Development Plan Annual Monitoring Report (Jul / Sep) • *CFWP - Vale of Glamorgan Annual Report (Part 2 Improvement Plan)
22 nd October, 2019	<ul style="list-style-type: none"> • *CFWP – Revenue and Capital Monitoring • Scrutiny Committees' Draft Annual Report • 2nd Quarter Decision Tracking and Forward Work Programme • Quarter 1 2019/20 Performance Report
19 th November, 2019	<ul style="list-style-type: none"> •
17 th December, 2019	<ul style="list-style-type: none"> • *CFWP – Initial Capital Programme Budget Proposals • *CFWP – Initial Revenue Programme Budget Proposals • CFWP – Review of Fees and Charges – Neighbourhood

** CFWP – Cabinet Forward Work Programme

	<p>Services and Transport</p> <ul style="list-style-type: none"> • Initial Capital Programme Budget Proposals • Initial Revenue Programme Budget Proposals • Quarter 2 2019/20 Performance Report • Corporate Safeguarding mid-Year Report (reference from Cabinet)
21 st January, 2020	<ul style="list-style-type: none"> • *CFWP – Revenue and Capital Monitoring • *CFWP – Review of Regional Transport Arrangements • 3rd Quarter Decision Tracking and Forward Work Programme
25 th February, 2020	<ul style="list-style-type: none"> •
24 th March, 2020	<ul style="list-style-type: none"> • *CFWP – Revenue and Capital Monitoring • *CFWP – Neighbourhood Services Fees and Charges • *CFWP – Council Annual Self-Assessment • *CFWP – Vale of Glamorgan Wellbeing Objectives / Improvement Plan Part 1 (including target setting and service plans) • Quarter 3 2019/20 Performance Reporting
28 th April, 2020	<ul style="list-style-type: none"> •
May, 2020	<ul style="list-style-type: none"> •

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

To be reported as and when available

- Waste recycling initiatives
- Overall report on regeneration across the Vale to consider the impact of regeneration on other areas in the Vale
- Report on the Environment Bill and its impact
- Q3 Visible Services Performance – reports to be presented in due course (12 Apr 16: Min. No 982)
 - Update report on monitoring of vehicle usage and operational requirements in order to implement changes that had been outlined in the EDGE review
 - Review of the Implementation of a Tree Management Strategy
 - Street Parking Update report
- LED Lighting Strategy
- Town Centre Framework – further Implementation Updates to be presented to the Committee as appropriate (08 Nov 16: Min No 508)
- Disposal of Dredged Material / Hinkley Point Power Station – Public Health Wales to be invited to attend a future meeting to address the issues raised at the meeting in the public interest (09 Nov 17: Min No 457)
- Street Cleansing Report (09 Nov 17: Min No 459)

** CFWP – Cabinet Forward Work Programme

- Stage 2 Welsh Transport Appraisal Guidance (WelTAG) report (30 Nov 17: Min No 495)
- Report on ideas for savings for the service area's cost pressures and savings targets (30 Nov 17: Min No 498)
- Public Protection Dog Orders update report (15 Mar 18: Min No 781)
- Fly-tipping update report on current progress and lessons learned (15 Mar 18: Min No 781)
- Report on the number of jobs created at the Enterprise Zone (15 Mar 18: Min No 785)
- Update on initiative involving the loans of cameras to monitor probable fly tipping sites (11 Oct 18: Min No 415)
- Report on camera cars with comparative data of other LAs and how cars would be utilised (08 Nov 18: Min No 476)
- Report on financial breakdown of the Civil Parking Enforcement Unit (08 Nov 18: Min No 476)

Annual

- Vale of Glamorgan Annual Report (Sep)
- Scrutiny Committees' Draft Annual Report (Sep / Oct)
- Closure of Accounts (July)
- Initial Capital Programme Budget Report (Dec)
- Initial Revenue Programme Budget Report (Dec)
- Vale of Glamorgan Wellbeing Objectives / Improvement Plan (Part One) (including target setting and service plans (Mar)
- Corporate Safeguarding Annual Report (Jun)
- Enterprise Zone progress report to be reported annually (14 Jun 18: Min No 95)

Biannual

- Corporate Safeguarding Mid-Year Report (Dec)

Quarterly

- 1st Quarter (Apr – Jun) Decision Tracking and Forward Work Programme [July]
- 2nd Quarter (Jul – Sep) Decision Tracking and Forward Work Programme [Oct]
- 3rd Quarter (Oct – Dec) Decision Tracking and Forward Work Programme [Jan]
- 4th Quarter (Jan – Mar) Decision Tracking and Forward Work Programme [May]
- Quarter 1 (Apr – Jun) Performance Report [Oct]
- Quarter 2 (Jul – Sep) Performance Report [Dec]
- Quarter 3 (Oct – Dec) Performance Report [Mar]

Requests for Consideration

** CFWP – Cabinet Forward Work Programme

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

**** CFWP – Cabinet Forward Work Programme**