

Meeting of:	Environment and Regeneration Scrutiny Committee
Date of Meeting:	Tuesday, 15 November 2022
Relevant Scrutiny Committee:	Environment and Regeneration
Report Title:	1 st & 2 nd Quarter Scrutiny Recommendation Tracking 2022/23 and Updated Committee Forward Work Programme Schedule 2022/23.
Purpose of Report:	To report progress on Scrutiny recommendations and to consider the updated Forward Work Programme together with any slippage for 2022/23.
Report Owner:	Rob Thomas, Chief Executive
Responsible Officer:	Gareth Davies, Democratic and Scrutiny Services Officer, 01446 709 249
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> <p>The report advises Members of progress in relation to the Scrutiny Committee's historical recommendations and the updated Forward Work Programme Schedule for 2022/23:</p> <ul style="list-style-type: none"> - 1st Quarter Recommendation Tracking April to June 2022 (Appendix A); - 2nd Quarter Recommendation Tracking July to September 2022 (Appendix B); - 2019-20 Uncompleted Recommendation Tracking (Appendix C); and - Updated Forward Work Programme Schedule for 2022/23 (Appendix D). 	

Recommendations

1. That the status of the actions listed in Appendix A, B and C to the report be agreed.
2. That the updated Forward Work Programme Schedule for 2022/23 attached at Appendix D be approved and uploaded to the Council's website.

Reasons for Recommendations

1. To maintain effective tracking of the Committee's recommendations.
2. 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 Forward 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 As a result of the Local Government Election held on 5th May 2022 and subsequent Annual Meeting of the Council held on 23rd May 2022, Scrutiny Committee Meetings were established from June'22 for the 2022-23 municipal year.
- 2.2 Therefore, Quarter 1 of the municipal year related to the June Committee Meeting only. This coupled with the August recess meant that there were only three Committee meetings (June, July and September) to report on for both the 1st & 2nd Quarters in the municipal year. It was therefore agreed by Democratic & Scrutiny Officers to take both quarters collectively to the respective Scrutiny Committees when the 2nd Quarter would be considered as standard in October'22. However due to the passing of Her Royal Highness, the Queen, the September meeting was cancelled and the business carried for to the October meeting. Due to the heavy agenda for that meeting it was agreed with the Char for the Quarter 1 and Quarter 2 updates to be considered at the November meeting.
- 2.3 Appendices A, B and C, 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.

- 2.4** 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.
- 2.5** The Committee's FWP has been aligned to the Quarterly Cabinet FWP as endorsed by Cabinet on 7th July 2022.
- 2.6** Members are requested to confirm approval of the updated Scrutiny Committee Work Programme Schedule attached at Appendix D, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.

Since the beginning of the 2022-23 municipal year, the Committee now receives separate Revenue & Capital Financial monitoring reports to provide members with a more in depth view of the Council's overall financial position as well as matters within the Committee's remit.

- 2.7** 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.
- 2.8** 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.
- 2.9** 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 general public)
 - The most appropriate forms of scrutiny (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.
- 2.10** 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.

- 2.11** 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.
- 2.12** 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/Committee%20Reports/Committee%20Information/Public-Speaking-Guides/21-07-26-%E2%80%93-Updated-Guide-for-Speaking-at-Scrutiny-Committees-as-approved-by-Full-Council-26-07-21.pdf>
- 3.4** The Scrutiny FWP provides details of reports and items proposed to be considered by the Committee over the coming municipal year (June 2022 – April 2023).

4. Climate Change and Nature Implications

- 4.1** None as a direct result of this report.

5. Resources and Legal Considerations

Financial

- 5.1** None as a direct result of this report.

Employment

- 5.2** None as a direct result of this report.

Legal (Including Equalities)

5.3 None as a direct result of this report.

6. Background Papers

[Q4 Tracking \(valeofglamorgan.gov.uk\)](http://valeofglamorgan.gov.uk).

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

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

Uncompleted Recommendations

1st Quarter 2022-23

Appendix A
Apr - Jun 2022

SCRUTINY RECOMMENDATION 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

14 June 2022				
Min. No. 59 – 4 th Quarter Scrutiny Recommendation Tracking 2021/2 and Proposed Annual Forward Work Programme Schedule (CX) – Recommended	Environment & Regeneration			
(3) That the Committee's proposed Annual Forward Work Programme Schedule for 2022/23 as attached at Appendix F to the report be approved and uploaded to the Council's website subject to the following amendments: <ul style="list-style-type: none"> The report titled Neighbourhood Services and Transport – Condition Inspection Regime list on page 2 of the Forward Work Programmed be changed to 'Temporary Highway Trading Licensing' and the purpose of the report to be changed to read – "To consider a proposal an extension to a number of temporary highway trading licences and proposals for public consultation on the longer term external trading arrangements for the Penarth Esplanade area". 			Amended proposed Annual Forward Work Programme uploaded to the Council's website.	Completed

Uncompleted Recommendations

2nd Quarter 2022-23

SCRUTINY RECOMMENDATION 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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12 July 2022

Min. No. 160 – Award of Contracts for Supported Local Bus Services Call-In (Exempt Information – Paragraphs 12 And 14) – Recommended	Environment & Regeneration			
(2) THAT Cabinet be advised of the view of the Environment and Regeneration Scrutiny Committee for the need for more promotion and awareness raising of the supported local bus services.			Cabinet, at its meeting on 8 th September, 2022, noted the reference. (Min No C61 refers)	Completed

Uncompleted Recommendations

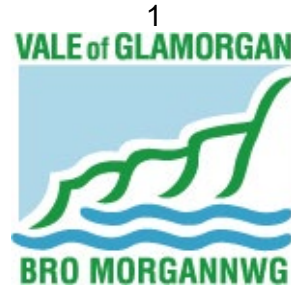
2019/20

Apr 2018 - Mar 2019

SCRUTINY RECOMMENDATION 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

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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23 July 2019				
Min. No. 188 – Revenue and Capital Monitoring for the Period 1st April to 31st May 2019 (DEH) – Recommended	Environment & Regeneration			
(2) That a site visit be undertaken to Waste Recycling Transfer facility in Cowbridge.			<p>Site visit arranged for Thursday, 14th November, 2019 at 3.00 p.m.</p> <p>Visit cancelled due to adverse weather. Will be rescheduled post Covid.</p> <p>Programme of visits to all Waste Transfer Sites in the Vale to be formulated post completion of the site in Barry.</p>	Ongoing



Vale of Glamorgan Council
Environment and Regeneration Scrutiny Committee

Forward Work Programme

June 2022 – 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
14th June 2022	4th Quarter Scrutiny Recommendation Tracking 2020/21 and Proposed Annual Forward Work Programme Schedule 2021/22.	Last report 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.	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249 gjdavies@valeofglamorgan.gov.uk	Presented 14 th June 2022.

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
12 th July 2022	Temporary Highway Trading Licensing	Reference from Cabinet	To consider proposals.	Members are able to assess changes.	Emma Reed Head of Neighbourhood Services and Transport 02920 673264 ELReed@valeofglamorgan.gov.uk	Presented 12 th July 2022
12 th July 2022	Highway Maintenance Three Year Plan 2022-2024	Additional Item – Reference from Cabinet	To consider the Three Year Plan	Members are able comment and recommend changes.	Emma Reed Head of Neighbourhood Services and Transport 02920 673264 ELReed@valeofglamorgan.gov.uk	Presented 12 th July 2022
12 th July 2022	Project Zero	Cabinet Forward Work Programme Item.	To consider progress in implementing the Climate Change Challenge Plan.	To seek Members views.	Tom Bowring, Director of Corporate Performance and Resources 01446 709766 TBowring@valeofglamorgan.gov.uk	Slipped – Presented 11 th October 2022
12 th July 2022	Closure of Accounts 2021/22	Cabinet Forward Work Programme Item.	The accounts are complete and this report is to inform Cabinet of the provisional financial position of the Council for the 2021/22 financial year.	To review expenditure for 2020/21	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Slipped – Revenue Presented 11 th October 2022. Capital presented 15 th November. 2022
12 th July 2022	Revenue and Capital Monitoring 1 st April 2021 to 31 st May 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital	The Capital Economic Regeneration Reserve is managed effectively, and budgets are	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Slipped to 11 th October 2022 due to September 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
			expenditure for the period 1 st April to 31 st May 2022.	matched to operational responsibilities.		being cancelled.
12 th July 2022	Annual Delivery Plan Monitoring Report: Quarter 4 Performance 2021/22 (End of Year 2021/22 Performance Report)	Cabinet Forward Work Programme Item.	To present end of year (quarter 4) performance results for the period 1st April 2021 to 31st March 2022 in delivering our Annual Delivery Plan commitments as aligned to our Corporate Plan	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan 2021/22	Tom Bowring, Director of Corporate Performance and Resources 01446 709766 TBowring@valeofglamorgan.gov.uk	Presented 12 th July 2022.
AUGUST RECESS – NO MEETINGS						
13 th September 2022	Local Development Plan Annual Monitoring Report.	Cabinet Forward Work Programme Item.	To report to Cabinet the findings of the Council's first Local Development Plan Annual Monitoring Report and to seek approval to submit it to the Welsh Government by the 31st October 2022.	To provide Cabinet with the views of the Scrutiny Committee.	Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk	Presented 11 th October 2022

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
13 th September 2022	Consultation draft of Council Annual Self-assessment 2021/22.	Reference from Cabinet.	Seeking members views.	To be confirmed.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Presented 11 th October 2022
11 th October 2022	Revenue and Capital Monitoring 1 st April 2022 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 1 st April to 31 st August 2022.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Presented 11 th October 2022
11 th October 2022	Project Zero Update	Cabinet Forward Work Programme Item.	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 Scrutiny Committees to consider and comment on progress.	Tom Bowring, Director of Corporate Performance and Resources 01446 709766 TBowring@valeofglamorgan.gov.uk	Presented 11 th October 2022
11 th October 2022	2 nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work	Previous update 14 th June 2022	To report progress on the Scrutiny recommendations [Jul, Sept] and to confirm the Committee's work	To maintain effective tracking of the Committee's recommendations.	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249 gjdavies@valeofglamorgan.gov.uk	Slipped to 15 th November 2022 – item

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 Schedule 2022/23.		programme for 2022/23.			on meeting Agenda.
15 th November 2022	Revenue and Capital Monitoring 1 st April to 31 st October 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 st April to 31 st October 2022.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Slipped to January 2023.
15 th November 2022	Quarter 1 2022/23 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 2 performance results for the period 1 st April 2022 to 30 th June 2023 for the Corporate Plan.	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Brought forward. Presented 11 th October 2022.
15 th November 2022	Financial Strategy 2022/23 and Medium Term Financial Plan Refresh.	Reference from Cabinet – 6 th October 2022	To review the financial pressures over the medium term and put in place a strategy for delivering the 2023/24 budget and sustainable finances over the medium term	To allow scrutiny of the Financial Strategy.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Additional Item added to November 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
15 th November 2022	Draft Capital Strategy 2023/24 and Initial Capital Programme Proposals 2023/24 to 2027/28	Reference from Cabinet – 6 th October 2022	To advise Cabinet of the progress on the 2022/23 Capital Programme for the period 1st April to 31st August, 2022 and to request changes to the Capital Programme	To allow scrutiny of the Draft Capital strategy.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Additional Item added to November meeting.
13 th December 2022	Initial Revenue Programme Budget Proposals.	Cabinet Forward Work Programme Item.	To inform Scrutiny Committee of the amended revenue budget for 2022/23 and to submit for consultation the initial revenue budget proposals for 2023/24.	In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Considered as part of Financial Strategy 2022/23 in November 2022.
13 th December 2022	Initial Capital Programme Budget Proposals.	Cabinet Forward Work Programme Item.	To submit the Initial Capital Programme Proposals for 2023/24 to 2027/28.	In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Considered as part of the Capital Strategy reported in November 2022.

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
13 th December 2022	Project Zero Update – to include presentation on the Nature Partnership.	Cabinet Forward Work Programme Item.	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 Scrutiny Committees to consider and comment on progress.	Tom Bowring, Director of Corporate Performance and Resources 01446 709766 TBowring@valeofglamorgan.gov.uk	
17 th January 2023	Revenue and Capital Monitoring 1 st April to 30 th November 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 st April to 30 th November 2022.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	
17 th January 2023	Quarter 2 2022/23 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 2 performance results for the period 1 st July 2022 to 30 th September 2022 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 aimed at making a positive difference to the lives of Vale of Glamorgan citizens.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@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
14 th February 2023						
14 th March 2023	Revenue and Capital Monitoring 1 st April 2021 to 31 st January 2023.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 st April to 31 st January 2023.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	
14 th March 2023	Service Plans and Target Setting to Deliver the Vale of Glamorgan Annual Delivery Plan 2023/24.	Cabinet Forward Work Programme Item.	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	To ensure the views of all key stakeholders including Scrutiny Committees, inform the Council's draft Annual Delivery Plan (Improvement Plan Part 1)	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	
25 th April 2023	Quarter 3 2022/23 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 3 performance results for the period 1 st October 2022 to 31 st December 2022 for the Corporate Plan Well-being Outcome.'	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	

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

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

Report/Presentations	Responsible Officer and Contact Details	Commentary
<p>1. LED Lighting Strategy including a cost benefit analysis to 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 (07 Mar 19: Min No 830)</p> <ul style="list-style-type: none"> - Council's Streetlighting project, including an assessment of those areas where night-time restrictions apply (16 Mar 21: Min No 514) 	<p>Emma Reed Head of Neighbourhood Services and Transport 02920 673264 ELReed@valeofglamorgan.gov.uk</p>	
<p>2. 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)</p>	<p>Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk</p> <p>Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk</p>	

3. Barry Town Centre Summit – report regarding funding models open to the Council for investment (04 Apr 19: Min No 916)		
4. Vale of Glamorgan Toilet Strategy update report outlining whether the Strategy had been successful (25 Jun 19: Min No 85)	<p>Emma Reed Head of Neighbourhood Services and Transport 02920 673264 ELReed@valeofglamorgan.gov.uk</p>	
5. Further report regarding progress relating to the Penarth to Cardiff Bay Sustainable Transport Corridor Study WelTag (16 Oct 19: Min No 375)	<p>Emma Reed Head of Neighbourhood Services and Transport 02920 673264 ELReed@valeofglamorgan.gov.uk</p>	
6. Report on the rewilding work being undertaken by the Council (15 Dec 20: Min No 296)	<p>Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk</p>	

Possible Task and Finish Group Suggestions:

<u>Subject</u>	<u>Responsible Officer</u>	<u>Commentary</u>

Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Performance Monitoring Reports		
Vale of Glamorgan Annual Delivery Plan (Improvement Plan Part 1) 20**/**.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually March each year.
End of Year 20**/** Performance Report	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually in September each year.
Financial Reports		
Closure of Accounts 20**/**.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Usually in July each year.
Initial Revenue Programme Budget Proposals.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Usually in December each year.
Initial Capital Programme Budget Proposals.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Usually in December each year.

Biannual Reports

Report	Responsible Officer and Contact Details	Commentary
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Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
4 th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually May each year. Reporting on Jan, Feb and Mar.
1st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually July each year. Reporting on Apr, May and Jun.
2nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually October each year. Reporting on July and September.
3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually January each year. Reporting on October, November and December.

Quarter 1 2022/23 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually October each year. Reporting on April, May and June.
Quarter 2 2022/22 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually December each year. Reporting on July and September.
Quarter 3 2022/23 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually March each year. Reporting on October, November and December.

Infrequent

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

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