

Meeting of:	<b>Healthy Living and Social Care Scrutiny Committee</b>
Date of Meeting:	<b>Tuesday, 14 May 2024</b>
Relevant Scrutiny Committee:	Healthy Living and Social Care
Report Title:	4th Quarter Scrutiny Recommendation Tracking 2023/24 and Proposed Annual Forward Work Programme Schedule 2024/25.
Purpose of Report:	To report progress on 2023/24 Scrutiny recommendations and to confirm the Committee's proposed Annual Forward Work Programme for 2024/25.
Report Owner:	Tom Bowring, Director of Corporate Resources.
Responsible Officer:	Amy Rudman, Democratic and Scrutiny Services Officer.
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 proposed Forward Work Programme Schedule for 2024/25:</p> <ul style="list-style-type: none"> <li>- 3rd Quarter Recommendation Tracking Oct to Dec 2023 (Appendix A);</li> <li>- 4<sup>th</sup> Quarter Recommendation Tracking Jan to March 2024 (Appendix B);</li> <li>- Cabinet Annual Forward Work Programme 2024/25 (Appendix C);</li> <li>- Proposed Annual Forward Work Programme Schedule for 2024/25 (Appendix D).</li> </ul>	

## **Recommendations**

1. T H A T the status of the actions listed in Appendices A and B to the report be agreed.
2. T H AT THE Cabinet Annual Forward Work Programme for 2024/25 attached at Appendix C, in the context of the Healthy Living and Social Care Scrutiny Committee Annual Forward Work Programme 2024/25 content, be noted.
3. T H A T the Committee's proposed Annual Forward Work Programme Schedule for 2024/25, attached at Appendix D, be approved and uploaded to the Council's website.
4. T H A T the Members of the Healthy Living and Social Care Scrutiny Committee Leisure Centre Working Group be appointed, with reference to paragraph 1.3, subject to 2024-25 Scrutiny Committee Membership.
5. T H A T the Members of the Healthy Living and Social Care Scrutiny Committee Budget Working Group be appointed, with reference to paragraph 1.4, subject to 2024-25 Scrutiny Committee Membership.

## **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.
4. In preparation for future arrangements in relation to Leisure Centre Visits following Committee Membership as agreed at the 8<sup>th</sup> May, 2024 Council Annual Meeting.
5. In preparation for future arrangements in relation to Budget Group meetings following Committee Membership as agreed at the 8<sup>th</sup> May, 2024 Council Annual Meeting.

## **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/municipal year (May 2024 to April 2025).
- 1.3 The Healthy Living and Social Care Scrutiny Committee Leisure Centre Working Group was re-established by the Committee on the 12<sup>th</sup> September, 2023, following a recommendation raised within the 2021 Leisure Services Audit Wales report that identified a need for Elected Members to be involved in the monitoring processes for the Council's Leisure Management Contract.

The Group consists of six Elected Members from the Committee, not subject to political balance, with the last appointments being Councillors J.E. Charles (Committee Chair), N.C. Thomas (Committee Vice-Chair), C.A. Cave, J.M. Norman, C. Stallard and J. Lynch-Wilson.

- 1.4** The Healthy Living and Social Care Scrutiny Committee Budget Working Group was established by the Committee on the 6<sup>th</sup> February, 2024 following a Budget Party Meeting arranged on the 24<sup>th</sup> January, 2024. The objective of which was to provide an appointed group of Committee Members with additional insight and understanding of the significant and increased spending for the Social Services Directorate, identified savings, as well as future transformational opportunities for Members to better scrutinise future spending.

The Group consists of six Elected Members from the Committee, not subject to political balance, with the last appointments being Councillors J.E. Charles (Committee Chair), N.C. Thomas (Committee Vice-Chair), G. Ball, C.A. Cave, R. Fisher and J.M. Norman.

- 1.5** Key performance statistics of the Healthy Living and Social Care Scrutiny Committee for the 2023-24 Municipal Year in comparison to the previous year are as follows:

	22-23	23-24
Number of Committee Meetings held:	9	11

Number of Items Considered:	44	51
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Number of Presentations Received:	1	3
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Report Breakdown		
	22-23	23-24
Social Services	14	17
Leisure Services	2	4
Performance	6	8
Finance	15	13
Democratic Services	4	5
External	0	0
<b>Total</b>	<b>41</b>	<b>47</b>

	22-23	23-24
References Breakdown		
From Cabinet	11	11
From Other Committees	0	0
<b>Total</b>	<b>11</b>	<b>11</b>
From Committee to Cabinet	1	2
From Committee to Other Committees	5	2
<b>Total</b>	<b>6</b>	<b>4</b>

Recommendations Breakdown		
Noted	74	65
Agreed	11	24
Endorsed	2	4
Approved	4	3
Referred	6	4
<b>Total</b>	<b>97</b>	<b>100</b>

## 2. Key Issues for Consideration

- 2.1** Appendices A and B, 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 (FWP) as approved by Cabinet on the 25<sup>th</sup> April, 2024 (Appendix C).
- 2.4** Members are also requested to confirm approval of the proposed 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.
- 2.5** The schedule includes notes on reports that were scheduled to be reported in the previous quarters (Q1, Q2 and Q3). This Committee has no slipped reports from the previous 2023-24 Municipal Year.
- 2.6** 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.
- 2.7** 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.  
The Committee addressed one call-in during the 2023-24 Municipal year, at the

2<sup>nd</sup> April, 2024 meeting, in relation to Improvements to the Colcot and Buttrills Recreation Sites in Barry – Cabinet: 22<sup>nd</sup> February, 2024. The Committee voted to endorse the Cabinet report as presented.

**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 consider its FWP (attached at Appendix D) by identifying:

- 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, etc.); and
- The issues where scrutiny can have the most impact and value to be gained from consideration.

**2.10** The Scrutiny FWPs should provide a clear rationale as to why particular issues have been selected; be outcome focused; ensure that the method of scrutiny is best suited to the topic area and the outcome desired; align Scrutiny Programmes with the Council's performance management, self-evaluation and improvement arrangements as well as having regard to Council resources.

During the year there may be a number of ways in which additional issues can be considered for inclusion in the Scrutiny Work Programme with topics coming from a number of sources such as:

- Individual Councillors;
- Performance or budget monitoring information;
- Inspection reports;
- Referrals from Council (such as Notices of Motion), Cabinet/Audit or other Scrutiny Committees;
- Service users;
- Monitoring the implementation of recommendations previously made by the Committee;
- residents of the Vale of Glamorgan;
- Updates from the Committee's Budget Working Group as and when group meetings are arranged; and
- Updates from the Committee's Leisure Centre Working Group as and when centre visits are arranged.

**2.11** Further discussions in relation to broadening the Work Programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chairs and Vice-Chairs Group having regard to resource implications and corporate priorities. The next meeting of the Scrutiny Committee Chairs and Vice-Chairs Group is scheduled for Tuesday, 28<sup>th</sup> May, 2024.

**2.12** The Scrutiny Work Programme is a rolling programme, and the results of the Annual Scrutiny Impact Survey will also be analysed by both Democratic Services

and the Scrutiny Committee Chairs and Vice-Chairs Group, and findings considered to assist with Work Programme planning.

On 5<sup>th</sup> September, 2023, the Scrutiny Committee Chairs and Vice-Chairs Group considered the results of the 2023 Scrutiny Impact Survey and subsequently endorsed 30 action points for implementation. Progress on these points will be presented to the Group at its 28<sup>th</sup> May meeting alongside the results of the 2024 survey edition published on the 12<sup>th</sup> April, 2024.

- 2.13** A re-launch of the [Scrutiny topic suggestion form](#) that exists on the Council's website for residents will also be undertaken to assist with the Work Programme planning of topics for Task and Finish work for consideration by Scrutiny Committees.
- 2.14** All topics for Task and Finish work will be taken to the Scrutiny Committee Chairs and Vice-Chairs Group to be prioritised in line with Corporate Objectives in compliance with Council policy; consideration of the need for changes to policy and /or practice; and in seeking continuous Improvement. To date there has also been good discussion with the Scrutiny Committee Chairs and Vice-Chairs Group on techniques that can be used, and experience shared with a view to improving Scrutiny.
- 2.15** It is also suggested that at Agenda Conferences with Chairs and Vice-Chairs of Scrutiny Committees, management of the Committees' Work Programmes will be included as a standing item on the agendas for consideration and discussion.
- 2.16** The action outlined in the [Scrutiny and Cabinet Protocol](#) agreed by Cabinet in 2021 was relaunched i.e. Specific meetings with Cabinet Portfolio Holders to be arranged with Scrutiny Chairs and Vice-Chairs on a regular basis and on a biannual basis the Leader, Deputy Leader, Cabinet Members and Scrutiny Chairs and Vice-Chairs to meet to allow both the Cabinet and Scrutiny FWP to be developed and agreed and for discussions to take place having regard to Council priorities.  
On 7<sup>th</sup> March, 2024, such a meeting was held in relation to the Committee.
- 2.17** To assist Members following the Member Induction Programme, an Effective Scrutiny Workshop was held in March 2024 regarding the tools to support effective Scrutiny roles and the responsibilities as set out in the Council's Constitution (Elected Members and in their Roles as Chairs / Vice-Chairs and Members of Scrutiny Committees). This also included the re-launch of the Scrutiny and Cabinet Roles and Responsibilities Protocol approved by Cabinet on 21<sup>st</sup> May, 2021 and hyperlinked above in paragraph 2.16. A report on the outcomes of the Effective Scrutiny Workshop is scheduled to be presented to the Scrutiny Chairs and Vice-Chairs Group on 28<sup>th</sup> May.
- 2.18** Scrutiny Members may also wish to take part in further questioning skills training to be arranged.
- 2.19** In response to the 2019/20 Scrutiny Impact Member Survey, published in February 2020, the Scrutiny Committee Chairs and Vice-Chairs Group on 3<sup>rd</sup> March, 2021 agreed that Scrutiny Committee Chairs 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.

- 2.20** 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](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'. The 2022-23 Annual Report was presented to Full Council and subsequently noted at its 25<sup>th</sup> September, 2023 meeting. The next Annual Report Edition for 2023-24 is due for presentation to Full Council at its September 2024 meeting.
- 3.2** Scrutiny Committee FWPs 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/23-12-04-%E2%80%93-Approved-by-Council-Version.pdf>

### **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**

[Q3 Tracking 2023/24](#)

[Q1 & Q2 Tracking 2023/24.](#)

[Scrutiny Committees Annual Report May 2022 – April 2023.](#)

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

[Re-establishment of a Leisure Centre Working Group – September 2023](#)

[Minutes of the Budget Working Party meeting held on 24th January 2024](#)

[Cabinet Annual Strategic Forward Work Programme May 2024 to April 2025 and Cabinet Quarterly Work Programmes – January to March 2024 and April to June 2024.](#)



# Uncompleted Recommendations

3<sup>rd</sup> Quarter 2023-24

SCRUTINY RECOMMENDATION TRACKING FORM HEALTHY LIVING AND SOCIAL CARE 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

<b>05 December 2023</b>				
<b>Min. No. 589 – Refresh of Medium Term Financial Plan 2024/25 to 2028/29 (REF) – Recommended</b>	Healthy Living & Social Care			
(2) That arrangements be made for a working party meeting to be held between Finance Officer(s) and Members of the Healthy Living and Social Care Scrutiny Committee, as confirmed at the meeting, i.e. Councillors Charles, N.C. Thomas, Ball, Cave, Fisher and Norman, to meet to receive additional insight and understanding of the significant and increased spending for the Social Services Directorate, identified savings, as well as future transformational opportunities for Members to better scrutinise future spending, with it being noted that any issues / recommendations be referred back to the Committee for consideration and that Cabinet be informed accordingly.			Working party meeting held amongst select Committee Members, Social Services Heads and Finance Officers on Wednesday, 24 <sup>th</sup> January, 9am – 12pm, in person, at the Civic Offices.  The minutes of the working party meeting were presented to the full Committee at the 6 <sup>th</sup> February, 2024 meeting. (Min No 788 refers)	Completed
<b>Min. No. 593 – Children and Young People Services Annual Placements Review (DSS) – Recommended</b>	Healthy Living & Social Care			
(3) That both the covering and appended report be referred to the Learning and Culture Scrutiny Committee.			Learning and Culture Scrutiny Committee, at its meeting on 11 <sup>th</sup> January, 2024, recommended that this item be deferred to the meeting of the Scrutiny Committee to be held on 8 <sup>th</sup> February, 2024. (Min No 686 refers) Learning and Culture Scrutiny Committee, at its meeting on 8 <sup>th</sup> February, 2024 noted the reference and covering report. (Min No 801 refers)	Completed

# Uncompleted Recommendations

4<sup>th</sup> Quarter 2023-24

SCRUTINY RECOMMENDATION TRACKING FORM HEALTHY LIVING AND SOCIAL CARE 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

<b>09 January 2024</b>				
<b>Min. No. 662 – Update on the Cardiff and Vale of Glamorgan Regional Partnership Board – Recommended</b>	Healthy Living & Social Care			
(2) That further annual updates on the work of the Board be received.			Added to the Committee's Forward Work Programme.	Completed
<b>Min. No. 664 – Sports Development Regionalisation (Ref) – Recommended</b>	Healthy Living & Social Care			
(2) That the recommendation that the Healthy Living and Social Care Scrutiny Committee receive regular reports on the progress of the Central South Regional Sports Partnership, as part of the already established Sport and Play Annual Report on the Committee's Forward Work Programme, be agreed.			Added to the Committee's Forward Work Programme.	Completed
<b>Min. No. 665 – 3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule – Recommended</b>	Healthy Living & Social Care			
(2) That the updated Forward Work Programme Schedule for 2023/24, as attached at Appendix B of the report, be approved and uploaded to the Council's website.			Updated Forward Work Programme uploaded to the Council's website.	Completed
<b>06 February 2024</b>				
<b>Min. No. 783 – Leisure Management Contract – Year 11 Performance Report (DEH) – Recommended</b>	Healthy Living & Social Care			
(2) That a Year 12 performance report, for the Leisure management contract, be presented to Committee in late 2024.			Added to the Committee's Forward Work Programme.	Completed
<b>Min. No. 788 – Minutes of the Budget Working Party Meeting – Recommended</b>	Healthy Living & Social Care			
(1) That the minutes of the budget working party meeting on 24 <sup>th</sup> January, 2024 be noted and referred to Cabinet for consideration.			Cabinet, at its meeting on 29 <sup>th</sup> February, 2024, RESOLVED – T H A T the content of the discussions at the Scrutiny Committee and minutes of the Budget	Completed

# Uncompleted Recommendations

4<sup>th</sup> Quarter 2023-24

SCRUTINY RECOMMENDATION TRACKING FORM HEALTHY LIVING AND SOCIAL CARE 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
			Working Party be noted. (Min. No. C264 refers)	
(2) That an informative booklet or leaflet outlining what the Council and others offered in terms of help and support be produced by the Council.			Action point added to the Committee's Forward Work Programme.	Completed
(3) That an Innovation Day be arranged and hosted by the Vale of Glamorgan Council.			Action point added to the Committee's Forward Work Programme.	Completed
(4) That a Healthy Living and Social Care Scrutiny Committee Budget Working Group be established to meet on a six monthly basis.			Biannual entries added to the Committee's Forward Work Programme each February and September to accommodate meetings of the Group each January and July.	Completed
<b>05 March 2024</b>				
<b>Min. No. 872 – Support for Unpaid Carers in the Vale of Glamorgan (DSS) – Recommended</b>				
	Healthy Living & Social Care			
(4) That Committee continues to receive a report on support for Unpaid Carers in the Vale of Glamorgan on an annual basis.			Added to the Scrutiny Committee's Forward Work Programme.	Completed



VALE of GLAMORGAN COUNCIL CABINET OFFICE

# Cabinet Annual Strategic Forward Work Programme

May 2024 – April 2025



[www.valeofglamorgan.gov.uk](http://www.valeofglamorgan.gov.uk)

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## Forward Work Programme: May / June 2024

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
May	Appointments to Outside Bodies / Joint Committees.	To appoint / nominate representatives to the Outside Bodies / Joint Committees detailed in the report.	Leader	No	No
May	Vale of Glamorgan Council: Annual Performance Calendar 2024/25.	To present the Vale of Glamorgan Annual Performance Calendar for 2024/25, which outlines the key plans/reports that will be subject to consideration by Members throughout the year.	Leader	No	No
May	Report Back on Levelling Up Fund Round 3 Negotiation	Reporting back on Levelling Up Fund Round 3 negotiation with ABP in respect of securing the marina development.	Leader	Yes (Environment and Regeneration)	No
June	Sickness Absence Report.	To update Members of the Cabinet on the sickness absence statistics for the 12-month period from 1 April 2023 to 31 March 2024.	Leader	Yes (Corporate Performance and Resources)	No
June	Corporate Safeguarding Annual Report.	To update Cabinet on the work that has been undertaken in relation to corporate arrangements for safeguarding across the Council.	Social Care and Health	Yes – Committees listed on Cabinet Report	No

## Forward Work Programme: July 2024

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
July	Cabinet Quarterly Work Programme - April to June 2024 and July to September 2024.	To inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period April to June 2024 and to confirm the Quarterly Work Programme for July to September 2024.	Leader	No	No
July	Closure of Accounts 2023/24.	The accounts are complete and this report is to inform Cabinet of the provisional financial position of the Council for the 2023/24 financial year.	Leader	Yes (Corporate Performance and Resources)	No
July	Capital Closure of Accounts 2023/24.	The accounts are complete, and this report is to inform Cabinet of the provisional financial position of the Council's Capital Programme for the 2023/24 financial year.	Leader	Yes (Corporate Performance and Resources)	No
July	Annual Treasury Management Report 2023/24.	To present to Cabinet the annual review report on Treasury Management 2023/24.	Leader	Yes (Corporate Performance and Resources)	Yes
July	Long Term Plan for Towns Progress.	Report on the long term plan for Towns progress following appointment of a Town Board and prior to the adoption of a long term plan.	Deputy Leader and Cabinet Member for Sustainable Places	Yes (Environment and Regeneration)	No

<b>Month</b>	<b>Report Title</b>	<b>Purpose of Report (Summary)</b>	<b>Lead Cabinet Member</b>	<b>Scrutiny Consideration Yes / No</b>	<b>Council Yes / No</b>
July	Welsh Language Standards Annual Monitoring Report 2023-24.	To consider the Annual Welsh Monitoring Report for 2023/24.	Education, Arts and the Welsh Language	Yes (Corporate Performance and Resources and Learning and Culture)	No
July	Work to Tackle Poverty and the Current Cost of Living Crisis.	To update Cabinet on work undertaken to tackle poverty and the current cost of living crisis.	Leader	Yes (Homes and Safe Communities)	No
July	Project Zero Progress Report.	To update on progress in delivering our response to the Climate Emergency.	Leader	Yes (Corporate Performance and Resources and Environment and Regeneration)	No



## Forward Work Programme: September 2024

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
September	Annual Delivery Plan Monitoring Report: Quarter 4/ End of Year Performance 2023/24.	To present the Council's performance against the Annual Delivery Plan for Q4/End of Year.	Leader	Yes (All Scrutiny Committees)	No
September	Draft Vale of Glamorgan Annual Self-Assessment Report 2023/24.	To seek Cabinet endorsement of the Draft Vale of Glamorgan Annual Self-Assessment Report 2023/24 for consultation.	Leader	Yes (All Scrutiny Committees & Governance & Audit Committee)	No
September	Capital Monitoring for the Period 1st April to 30th June, 2024.	To advise Cabinet of the progress on the 2024/25 Capital Programme for the period 1st April, 2024 to 30th June, 2024 and to request changes to the Capital Programme.	Leader	Each Scrutiny Committee will receive a monitoring report on their respective areas, which will consider the relevant information relating to the respective Scrutiny Committee	No
September	Quarter 1 Revenue Monitoring 2024/25.	To advise Cabinet of the Quarter 1 Revenue Monitoring position for 2023/24	Leader	No	No
September	Quarter 1 Treasury Management Monitoring 2023/24.	To present to Cabinet the Quarter 1 Treasury Management 2024/25 Monitoring Report	Leader	Yes (Governance and Audit and final referral to Full Council)	Yes
September	Non Treasury Investment Strategy.	To provide an update on the development of the	Leader	Yes (Progress to be monitored by	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		implementation plan to deliver the Council's Non Treasury Investment Strategy.		Corporate Performance and Resources)	
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	Draft Corporate Plan 2025-2030.	To approve the draft Corporate Plan for consultation.	Leader	Yes (All Scrutiny Committees)	No
September	Annual Report of the Director of Social Services 2023-2024.	To ensure that Cabinet agree the future priorities for the Directorate of Social Services.	Social Care and Health	No	No

## Forward Work Programme: October 2024

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
October	Cabinet Quarterly Work Programmes – July to September 2024 and October to December 2024.	To inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period July to September 2024 and to confirm the Quarterly Work Programme for October to December 2024 in order that the Annual Strategic Work Programme can be amended and uploaded to the website.	Leader	No	No
October	Final Vale of Glamorgan Draft Self-Assessment Report.2023/24 (Post Consultation Draft).	To seek Cabinet endorsement of the Final Draft Vale of Glamorgan Annual Self-Assessment Report 2023/24, incorporating the key findings from engagement with our key stakeholders.	Leader	Yes (All Scrutiny Committees and Governance and Audit Committee)	Yes
October	Annual Delivery Plan Monitoring Report: Quarter 1 2024/25.	To present quarter 1 performance results for the period 1st April, 2024 to 30th June, 2024 in delivering our 2024/25 Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	Leader	Yes (All Scrutiny Committees)	No

<b>Month</b>	<b>Report Title</b>	<b>Purpose of Report (Summary)</b>	<b>Lead Cabinet Member</b>	<b>Scrutiny Consideration Yes / No</b>	<b>Council Yes / No</b>
October	Q2 Sickness Absence Report 2024/2025.	To update Cabinet on the sickness absence statistics for the 6-month period from 1st April, 2024 to 31st September, 2024.	Leader	Yes (Corporate Performance and Resources)	No
October	Refresh of Medium Term Financial Plan 2025/26 to 2029/30.	To refresh spend and funding assumptions and update Cabinet on the next steps for approving the Medium Term Financial Plan and setting the 2025/26 Budget in March 2025.	Leader	Yes (All Scrutiny Committees)	Final decision will be taken by Full Council
October	Vale of Glamorgan Local Development Plan 2011-2026: Annual Monitoring Report 2023/24.	To report to Cabinet the findings of the Council's fifth Local Development Plan Annual Monitoring Report and to seek approval to submit it to the Welsh Government by 31st October 2024.	Community Engagement, Equalities and Regulatory Services	Yes (Environment and Regeneration)	No
October	Future Management Proposals for Community Centres.	To seek approval to implement alternative delivery models for the management of community Centres.	Leisure, Sport and Wellbeing	Yes	No

## Forward Work Programme: November 2024

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
November	Quarter 2 Revenue Monitoring 2024/25.	To advise Cabinet of the Quarter 2 Revenue Monitoring position for 2024/25.	Leader	No	No
November	Capital Monitoring for the period 1st April to 30th September, 2024.	To advise Cabinet of the progress on the 2024/25 Capital Programme for the period 1st April, 2024 to 30th September, 2025 and to request changes to the Capital Programme.	Leader	Yes (Corporate Performance and Resources Scrutiny Committee)	No
November	Treasury Management Mid-Year Report 2024/25.	To provide a mid-year report on the Authority's Treasury Management operations for the period 1st April, 2024 to 30th September, 2024.	Leader	No	Yes
November	Initial Housing Revenue Account (HRA) Budget Proposals 2025/26 and Revised Budget 2024/25.	To gain Cabinet's approval for the initial budget proposals for 2025/26 relating to the Housing Revenue Account so that the proposals may be submitted to Scrutiny Committee for consultation and to revise the 2024/25 budget.	Leader	Yes (Homes and Safe Communities)	No
November	Council Tax Reduction Scheme.	To confirm the re-adoption of the Council Tax Reduction National Scheme for 2025/2026	Leader	No	Final decision by Full Council

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		based on regulations and to reconfirm the Council's discretions.			
November	Shared Prosperity Fund.	Shared Prosperity Fund update.	Deputy Leader and Cabinet Member for Sustainable Places	Yes (Environment and Regeneration)	No
November	School Admission Arrangements 2026-2027.	To seek Cabinet approval to consult on the Local Authority's school admission arrangements as required by the Welsh Governments School Admission Code issued in July 2013.	Education, Arts and the Welsh Language	Yes (Learning and Culture)	No
November	Local Air Quality Management Annual Progress Report 2024.	To seek approval for the 2024 Local Air Quality Management Annual Progress Report (APR) on air quality undertaken in 2024 to enable its submission to Welsh Government.	Community Engagement, Equalities and Regulatory Services	No	No
November	Final Vale of Glamorgan Draft Self-Assessment Report.2023/24 (Post Governance & Audit)	To seek Cabinet endorsement of the Final Draft Vale of Glamorgan Annual Self-Assessment Report 2023/24, incorporating the key recommendations from Governance & Audit Committee.	Leader	Yes (Governance and Audit Committee and Full Council)	Yes
November	Performance Panel Assessment.	To report the outcomes of the Performance Panel Assessment undertaken in October.	Leader	Yes (Corporate Performance and Resources)	

<b>Month</b>	<b>Report Title</b>	<b>Purpose of Report (Summary)</b>	<b>Lead Cabinet Member</b>	<b>Scrutiny Consideration Yes / No</b>	<b>Council Yes / No</b>
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.	Social Care & Health	Yes (Social Care and Health)	No

## Forward Work Programme: December 2024

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
December	Council Tax Base 2025-26.	To seek approval for the Council Tax Base for 2025-26.	Leader	No	No
December	Precept Payment Dates 2025-26.	To seek approval for the payment of precepts for 2025-26.	Leader	No	No
December	Council Tax Premiums on Long Term Empty Properties and Second Homes.	To seek approval for the policy to be adopted for Council Tax Long Term Empty Properties and Second Homes for 2025-26.	Leader	No	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.	Public Sector Housing and Tenant Engagement	Yes (Homes and Safe Communities)	No
December	Replacement Local Development Plan 2021-2036 Deposit Plan.	To obtain Member approval for the Replacement Local Development Plan Deposit Plan, Integrated Sustainability Appraisal and Habitats Regulations Assessment to be subject to a public consultation exercise.	Community Engagement, Equalities and Regulatory Services	Yes (Environment and Regeneration)	Yes



## Forward Work Programme: January 2025

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
January	Cabinet Quarterly Work Programmes – October to December 2024 and January to March 2025.	To inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period October to December 2024 and to confirm the Quarterly Work Programme for January to March 2025.	Leader	No	No
January	Budget 2024/25 for Consultation and Further MTFP Update.	To present initial draft budget proposals for consultation in order to come forward with a balanced budget for approval in February.	Leader	Yes (Corporate Performance and Resources Scrutiny Committee)	No
January	Vale of Glamorgan Council – Proposed Fees and Charges for 2025/2026.	To propose changes in service charges for functions managed by the Council in the following directorates for the financial year 2023/24: <ul style="list-style-type: none"> <li>- Environment and Housing</li> <li>- Corporate Resources</li> <li>- Learning and Skills</li> <li>- Place</li> <li>- Social Services.</li> </ul>	Leader	Yes (All Scrutiny Committees)	No
January	Draft Capital Programme Proposals 2024/25 to 2028/29.	The purpose of this report is to set out the draft proposals for	Leader	Yes (All Scrutiny Committees)	Final decision to

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		Cabinet Members to consider, prior to consultation, in respect of the final capital budget for the financial year 2024/25 to 2028/29.			be taken by Full Council.
January	Annual Delivery Plan Monitoring Report: Quarter 2 2024/25.	To present quarter 2 performance results for the period 1st April 2024 to 30th September 2024 in delivering our 2024/25 Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	Leader	Yes (All Scrutiny Committees)	No
January	Timetable of Meetings: May 2025 to May 2026.	To consider a draft timetable of meetings for the period May 2025 - May 2026.	Leader	No	No
January	Final Housing Revenue Account (HRA) Budget Proposals 2054/26 and Rent Setting 2025/2026.	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 1st April, 2023.	Leader	No	Final decision to be taken by Full Council.
January	Work to Tackle Poverty and the Current Cost of Living Crisis.	To update Cabinet on work undertaken to tackle poverty and the current cost of living crisis.		Yes (Homes and Safe Communities)	No
January	Project Zero Progress Report.	To update on progress in delivering our response to the Climate Emergency.	Leader	Yes (Corporate Performance and Resources and Environment and Regeneration)	No

## Forward Work Programme: February 2025

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
February	Revenue Monitoring for the Period 1st April 2024 to 31st December 2024.	To advise Cabinet of the progress relating to revenue expenditure for the period 1st April 2024 to 31st December 2024.	Leader	Yes (Corporate Performance and Resources)	No
February	Capital Monitoring for the Period 1st April 2024 to 31st December 2024.	To advise Cabinet of the progress on the Capital Programme for the period 1st April 2024 to 31st December 2024 and to request changes to the Capital Programme.	Leader	No	No
February	Final Proposals for the Revenue Budget 2025/26.	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 2025/26.	Leader	No	Yes
February	Capital Strategy 2025/26 and Final Capital Proposals 2025/26 to 2029/30.	To gain approval for the Final Capital Programme Proposals for the years 2025/26 to 2029/30.	Leader	No	Yes

February	Treasury Management and Investment Strategy 2025/26 and Update 2024/25.	To provide an interim report on the Council's treasury management operations for the period 1st April, 2024 to 31st December, 2024 and to submit for consideration the proposed 2025/26 Treasury Management and Investment Strategy.	Leader	Yes (Corporate Performance and Resources Scrutiny and Governance and Audit Committee)	Yes
February	Draft Vale of Glamorgan Council Corporate Plan 2025-30.	To enable Cabinet to consider the draft Corporate Plan 2025-2030.	Leader	Yes (Corporate Performance and Resources Scrutiny Committee)	
February	Pay Policy 2025/2026.	To ask Cabinet to consider and endorse the annual Council's annual Pay Policy for 2025/26 as set out prior to its submission to Council for approval.	Leader	Yes (Corporate Performance and Resources)	Yes
February	Levelling Up Fund Round 3 Update.	To update Cabinet on progress with regard to Levelling Up Fund Round 3 projects.	Leader	Yes (Environment and Regeneration)	No.
February	Housing Revenue Account Business Plan.	To present the Housing Revenue Account Business Plan 2023 for approval.	Public Sector Housing and Tenant Engagement	Yes (Homes and Safe Communities)	Final decision to be taken by Full Council.

## Forward Work Programme: March 2025

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, 2024 to 31st January, 2025.	To advise Cabinet of the progress relating to revenue expenditure for the period 1st April to 31st January, 2025.	Leader	Yes (Each Scrutiny Committee will receive a monitoring report on their respective areas)	No
March	Capital Monitoring for the Period 1st April, 2024 to 31st January, 2025.	To advise Cabinet of the progress on the 2022/23 Capital Programme for the period 1st April, 2024 to 31st January, 2025 and to request changes to the Capital Programme.	Leader	Yes (Each Scrutiny Committee will receive a monitoring report on their respective areas)	No
March	Annual Equality Monitoring Report 2025 - 2026.	To seek Cabinet's approval of the Annual Equality Monitoring Report.	Leader	Yes (Learning and Culture)	No
March	Service Level Activities and Performance Targets to Deliver the Vale of Glamorgan Council's Annual Delivery Plan 2025/2026.	To seek Cabinet's approval of the priority actions as reflected in Service Plans and proposed service performance targets for the period 2025/2026 that will deliver the Council's Annual Delivery Plan (ADP).	Leader	No	No
March	Strategic Collaborative Working Initiatives Update.	To provide oversight of the range of strategic level collaborative working activity the Council is	Leader	No	No

<b>Month</b>	<b>Report Title</b>	<b>Purpose of Report (Summary)</b>	<b>Lead Cabinet Member</b>	<b>Scrutiny Consideration Yes / No</b>	<b>Council Yes / No</b>
		involved in and what is being achieved.			
March	Proposed Events Programme 2025-26.	To update Cabinet on the 2024/25 Events Programme and to seek approval for the proposed 2025/26 Events Programme and associated funding arrangements.	Deputy Leader and Cabinet Member for Sustainable Places	No	No
March	School Admission Arrangements 2026/2027.	To advise Cabinet of the outcome of the consultation exercise undertaken on school admission arrangements for Community Schools in accordance with the Education (Determination of Admission Arrangements) (Wales) Regulations 2006.	Education, Arts and the Welsh Language	No	No

## Forward Work Programme: April 2025

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 2025 to April 2026 and Cabinet Quarterly Work Programmes – January to March 2025 and April to June 2025.	To inform Members of the Annual Strategic Forward Work Programme of the Cabinet / Council for the 12-month period May 2025 to April 2026, to inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period January to March 2025 and to confirm the Quarterly Work Programme for April to June 2025.	Leader	No	No
April	Annual Delivery Plan Monitoring Report: Quarter 3 Performance 2024/25.	To present quarter 3 performance results for the period 1st April, 2024 to 31st December, 2025 in delivering our 2022/23 Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	Leader	Yes (All Scrutiny Committees)	No



Healthy Living & Social Care Scrutiny Committee

# Forward Work Programme

May 2024 – April 2025



Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
14 <sup>th</sup> May '24	4 <sup>th</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule.	<a href="#">Last Received May '23.</a>  <a href="#">Last Quarter 3 report received January '24.</a>	To report progress on the Scrutiny recommendations [Jan, Feb, Mar] and to confirm the Committee's work programme.	To maintain effective tracking of the Committee's recommendations and publication of the update work programme.	Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 <a href="mailto:arudman@valeofglamorgan.gov.uk">arudman@valeofglamorgan.gov.uk</a>	
14 <sup>th</sup> May '24	Performance Evaluation Inspection of Vale of Glamorgan Social Services.	<a href="#">Last received May '23.</a>  Originally received on Vice-Chair's Request.	To update Scrutiny Committee on the outcome of the recent inspection.	To ensure that Members are informed of Care Inspectorate Wales's assessment of the Vale of Glamorgan County Council's performance in exercising its social services	Lance Carver, Director of Social Services. 01446 704 678 <a href="mailto:lcarver@valeofglamorgan.gov.uk">lcarver@valeofglamorgan.gov.uk</a>	Agreed at May '23 meeting to receive update in 12 months' time.

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
				duties and functions in line with legislation.		
11 <sup>th</sup> June '24	Annual Review of Commissioned Services to Adults with a Care and Support Need.	<a href="#">Last Received June '23.</a>	To outline the activity undertaken regarding commissioned services for adults with care and support needs, and the priority actions.	To provide Members with an opportunity to exercise oversight of the key statutory function and the opportunity to understand the challenges faced by the Council and service providers in commissioning social care services for older people.	Ian McMillan, Head of Resource Management and Safeguarding. <a href="mailto:imcmillan@valeofglamorgan.gov.uk">imcmillan@valeofglamorgan.gov.uk</a>	Agreed at June '23 meeting for annual review to be received in June.

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
11 <sup>th</sup> June '24	Vale of Glamorgan Council: Annual Performance Calendar	<a href="#">Last received June '23.</a>	To present the Vale of Glamorgan Annual Performance Calendar which outlines the key plans/reports that will be subject to consideration by Members throughout the year.	How the Council will involve Members in shaping the approach, key plans and reports aligned to the performance management framework annual calendar to enable the Council to meet the new performance requirements of the Local Government & Elections (Wales) Act 2021 and contribute to the national goals of the Well-being of Future Generations (Wales) Act 2015.	Lance Carver, Director of Social Services. 01446 704 678 <a href="mailto:lcarver@valeofglamorgan.gov.uk">lcarver@valeofglamorgan.gov.uk</a>	

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
11 <sup>th</sup> June '24	Cardiff & Vale Regional Partnership Board (next 5 year) Joint Area Plan.	<a href="#">Last received June '23.</a>	To seek Committee views of the Joint Area Plan.	To ensure that members are aware of the development of the regional plan and that members have the opportunity to propose any amendments or improvements to the plan prior to formal approval.	Lance Carver, Director of Social Services. 01446 704 678 <a href="mailto:lcarver@valeofglamorgan.gov.uk">lcarver@valeofglamorgan.gov.uk</a>  External: Cath Doman / Meredith Gardiner.	<i>Report noted at June '23 meeting. Unclear if coming again in June '24? Just ad hoc report for '23?</i>
11 <sup>th</sup> June '24	Family Information Service Annual Report.	<a href="#">Last received June '23.</a>	To update Scrutiny Committee on the work of the Vale Family Information Service (FIS).	To ensure effective oversight of the work undertaken to support parents/carers and providers in the Vale of Glamorgan.	Ian McMillan, Head of Resource Management and Safeguarding. <a href="mailto:imcmillan@valeofglamorgan.gov.uk">imcmillan@valeofglamorgan.gov.uk</a>  Becky Wickett, Social Care Information Coordinator. 01446 704711 <a href="mailto:RWickett@valeofglamorgan.gov.uk">RWickett@valeofglamorgan.gov.uk</a>	Agreed at June '23 meeting to be received annually.  Historically received in May but slipped to June for '23.

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
9 <sup>th</sup> July '24	Revenue Outturn [Closure of Accounts].	<a href="#">Last received July '23.</a>	The accounts are complete, and Scrutiny Committee is informed of the provisional financial position of the Council for the previous financial year.	Members aware of the provisional financial position and actions that have been taken.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Usually received in July each year.
9 <sup>th</sup> July '24	Capital Outturn [Closure of Accounts].	<a href="#">Last received July '23.</a>	The accounts are complete, and Scrutiny Committee is informed of the provisional financial position of the Council for the previous financial year.	Members aware of the provisional financial position and actions that have been taken.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Usually received in July each year.
9 <sup>th</sup> July '24	Annual Report of the Director of	<a href="#">Last received July '23.</a>	To ensure that Elected Members receive a copy of	The challenge version of the Director's report	Lance Carver, Director of Social Services.	Usually received in July each year.

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
	Social Services - Challenge Version.		the Director's Annual Report, contribute to the challenge process and agree the future priorities for the service.	allows members and stakeholders an opportunity to comment and inform a future final draft which will be considered by Cabinet.	01446 704 678 <a href="mailto:icarver@valeofglamorgan.gov.uk">icarver@valeofglamorgan.gov.uk</a>	
9 <sup>th</sup> July '24	Annual Delivery Plan Monitoring Report: End of Year Quarter 4 Performance.	<a href="#">Last received July '23.</a>  <a href="#">Quarter 3 received March '23.</a>	To present Quarter 4 performance results for the period in delivering the Council's Annual Delivery Plan commitments as aligned to its Corporate Plan Well-being Objectives.	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan aimed at making a positive difference to the lives of Vale of Glamorgan citizens.	Lance Carver, Director of Social Services. 01446 704 678 <a href="mailto:icarver@valeofglamorgan.gov.uk">icarver@valeofglamorgan.gov.uk</a>	

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
9 <sup>th</sup> July '24	1 <sup>st</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule.	<a href="#">Q1 last received Oct '23.</a> Last municipal year 4 <sup>th</sup> Quarter received May '24. <span style="background-color: yellow;">[ADD LINK]</span>	To report progress on Scrutiny recommendations [Apr,May,June] and to consider the updated Forward Work Programme together with any slippage.	To maintain effective tracking of the Committee's recommendations and publication of the update work programme.	Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 <a href="mailto:arudman@valeofglamorgan.gov.uk">arudman@valeofglamorgan.gov.uk</a>	Combined with Q1 for 2023 Municipal Year.
9 <sup>th</sup> July '24	Corporate Safeguarding Annual Report. <b>(Reference from Cabinet).</b>	<a href="#">Last received September '23.</a>	To update Cabinet on the work that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council.	To ensure that Committee is aware of recent developments in corporate arrangements for safeguarding. To allow Committee to exercise effective scrutiny of this key area of	Lance Carver, Director of Social Services. 01446 704 678 <a href="mailto:lcarver@valeofglamorgan.gov.uk">lcarver@valeofglamorgan.gov.uk</a>	Usually in July each year.

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
				corporate working and be assured of effective safeguarding taking place.		
10 <sup>th</sup> September '24	Revenue Monitoring – Q1.	Cabinet Forward Work Programme Item.	To advise Committee of the Quarter 1 Revenue Monitoring position for 2024/25.	That Members are aware of the projected revenue outturn for the period and the original budget for 2024/25 for virement requests.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	
10 <sup>th</sup> September '24	Capital Monitoring – Q1.	Cabinet Forward Work Programme Item.	To advise Committee of the progress on the 2024/25 Capital Programme for the period 1st April to 30th June within their remit.	That Members are aware of the progress on the Capital Programme, the use of Delegated Authority, the use of Emergency	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	



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
				Powers and changes to the Capital Programme.		
10 <sup>th</sup> September '24	Update on the Healthy Living and Social Care Scrutiny Committee Budget Working Party Meeting of [DATE]	<a href="#">Last received February '24.</a>	To provide further and more regular opportunity for select members of the Healthy Living and Social Care Scrutiny Committee to receive additional insight and understanding of the significant and increased spending for the Social Services Directorate, identified savings, as well as future	Any issues / recommendations be referred back to the Committee for consideration.	Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 <a href="mailto:arudman@valeofglamorgan.gov.uk">arudman@valeofglamorgan.gov.uk</a>	Group established in January 2024.

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			transformational opportunities for Members to better scrutinise future spending.			
10 <sup>th</sup> September '24	Consultation draft of Council Annual Self-assessment.	Ref from Cabinet.	To seek endorsement of the Draft Vale of Glamorgan Annual Self-Assessment Report for consultation.	Ensure all Scrutiny Committees as per the Local Government & Elections (Wales) Act 2021) have oversight of the Draft Vale of Glamorgan Annual Self-Assessment report and their views inform the Council's approach to meeting the new performance	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	

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
10 <sup>th</sup> September '24	Annual Delivery Plan Monitoring Report: Quarter 1 Performance.	<p><a href="#">Last Q1 version received September '23.</a></p> <p>End of previous year (Part 2) (Q4) received July '24 <b>[INSERT LINK].</b></p>	To present Quarter 1 performance results for the Quarter 1 period aligned to the Corporate Plan Well-being Outcomes.	<p>requirements.</p> <p>To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan aimed at making a positive difference to the lives of Vale of Glamorgan citizens. 2. To ensure the Council is effectively assessing its performance in line with the requirement to meet its performance</p>	<p>Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a></p>	Usually received Sept.

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
				<p>requirements as outlined in the Local Government &amp; Elections (Wales) Act 2021 and reflecting the requirement of the Wellbeing of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the well-being goals for Wales. 3. To ensure members maintain an oversight of the recovery issues impacting on the work of the Council and their respective Scrutiny</p>		

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
				Committees.		
8 <sup>th</sup> October '24	Sports & Play: Update	<a href="#">Annual Report; last received October '23.</a>	To advise on the current activities and operations of the Council's Sport and Play Section.	To note the current good work being undertaken by the Council's Sport and Play Development Team.	Dave Knevet, Operational Manager, Neighbourhood Services, Healthy Living & Performance. 01446 704 817 <a href="mailto:DPKnevet@valeofglamorgan.gov.uk">DPKnevet@valeofglamorgan.gov.uk</a>  Karen Davies, Principal Healthy Living Officer. 01446 704793 <a href="mailto:KJDavies@valeofglamorgan.gov.uk">KJDavies@valeofglamorgan.gov.uk</a>	Agreed at 09/10/23 meeting to be received annually in October.
8 <sup>th</sup> October '24	2 <sup>nd</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule	<a href="#">Last received Oct '23.</a>  Qtr 1 received July '24 <a href="#">[ADD LINK]</a>	To report progress on the Scrutiny recommendations [Jul,Sept] and to confirm the Committee's work programme.	To maintain effective tracking of the Committee's recommendations and publication of the update work programme.	Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 <a href="mailto:arudman@valeofglamorgan.gov.uk">arudman@valeofglamorgan.gov.uk</a>	Combined with Q1 for 2023 Municipal Year.

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
8 <sup>th</sup> October '24	Liberty Protection Safeguards (LPS).  <i>(Previously known as: Deprivation of Liberty Safeguards (DoLS)).</i>	<a href="#">Last received October '23.</a>	To provide overview and summary of the activity within DoLS team and to highlight the resource and capacity issues that has resulted in this area of work being included on the corporate risk register.	Scrutiny Committee takes account of the future planning for the Liberty Protection Safeguards and changes this will bring in our responsibilities for individuals who are deprived of their liberty through their care and support needs.	Ian McMillan, Head of Resource Management and Safeguarding. <a href="mailto:imcmillan@valeofglamorgan.gov.uk">imcmillan@valeofglamorgan.gov.uk</a>	No agreement made at Oct'23 meeting to receive report again and/or annually but, if required, report to be received Oct '24.
8 <sup>th</sup> October '24	Children and Young People Services Annual Placements Review.	<a href="#">Last received December '23.</a>	To outline the actions taken within Children and Young People Services with regards to placement provision for Children Looked	To provide Members with an opportunity to exercise oversight of this key statutory function.	Rachel Evans, Head of Children and Young People Services. 01446 704 792 <a href="mailto:RJEvans@valeofglamorgan.gov.uk">RJEvans@valeofglamorgan.gov.uk</a>  Karen Conway, Operational Manager Placements and Permanency Team. 01446 704204 <a href="mailto:KConway@valeofglamorgan.gov.uk">KConway@valeofglamorgan.gov.uk</a>	Agreed at 05/12/23 meeting to be received in October '24.

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
			After (CLA) and the priority actions for going forward.			
5 <sup>th</sup> November '24	Vale, Valleys and Cardiff Regional Adoption Collaborative Annual Report.	<a href="#">Last received November '23.</a>	To provide Scrutiny Committee with the Annual Report and review of the Collaborative.	To ensure that Committee maintain close scrutiny of this regional service on a regular basis.	Angela Harris, Regional Adoption Manager. 01446 706152 <a href="mailto:apharris@valeofglamorgan.gov.uk">apharris@valeofglamorgan.gov.uk</a>  Rachel Evans, Head of Children and Young People Services. 01446 704 792 <a href="mailto:RJEvans@valeofglamorgan.gov.uk">RJEvans@valeofglamorgan.gov.uk</a>	Agreed at 07/11/23 meeting to be received annually in Nov.
5 <sup>th</sup> November '24	Telecare Services Update.	<a href="#">Annual Report: last received Nov '23.</a>	To update Members on the work of the Telecare Service over the last 12 months and advise Members on the progress following the Telecare Service Management Review.	To appraise Members on the challenges, opportunities and strategic direction of the Vale of Glamorgan Council's Telecare Service.	Andrew Cole, Operational Manager Locality Services. 07775 634 180 <a href="mailto:acole@valeofglamorgan.gov.uk">acole@valeofglamorgan.gov.uk</a>	Agreed at November '23 meeting to receive annually.

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
3 <sup>rd</sup> December '24	Cardiff and Vale of Glamorgan Market Stability Report.	<a href="#">Last received December '23</a>	To provide an update on progress on the Cardiff and the Vale of Glamorgan Market Stability Report 2022 and share the key findings of the Local Annual Delivery plan with Elected Members of the Scrutiny Committee.	Committee is updated with respect to changes in demand and service availability since the Market Stability Report was published in 2022 and to enable the committee to inform the future development of regulated services, so they are sufficient to meet the population's future care and support needs.	External: Alison Law Cardiff & the Vale UHB - Strategic Planning <a href="mailto:Alison.Law@wales.nhs.uk">Alison.Law@wales.nhs.uk</a>  Lance Carver, Director of Social Services. 01446 704 678 <a href="mailto:lcarver@valeofglamorgan.gov.uk">lcarver@valeofglamorgan.gov.uk</a>	No recommendation for repeat of annual report at 9th Dec '23 meeting but historically received in September or December.



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
3 <sup>rd</sup> December '24	Leisure Management Contract – Year 12 Performance Report.	<a href="#">Year 11 report received February '24.</a>	To provide an update on the performance of the Leisure Management Contract.	To note the performance of the contractor during this period and to ensure that the Service responds to the findings of the Audit Wales report and in particular to ensure that the work underway on the Leisure Management Contract strengthens the application of the Sustainable Development Principle.	Dave Knevett, Operational Manager, Neighbourhood Services, Healthy Living & Performance. 01446 704 817 <a href="mailto:DPKnevett@valeofglamorgan.gov.uk">DPKnevett@valeofglamorgan.gov.uk</a>	Agreed at 06/02/24 meeting that Year 12 be presented to Committee in late 2024.
3 <sup>rd</sup> December '24	Corporate Safeguarding Mid-Year Report.	Annual version last received	To update Cabinet on the work that has been undertaken	To ensure that Committee is aware of recent developments in	Lance Carver, Director of Social Services. 01446 704 678 <a href="mailto:lcarver@valeofglamorgan.gov.uk">lcarver@valeofglamorgan.gov.uk</a>	

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
	(Reference from Cabinet).	July '24. <a href="#">[ADD LINK]</a>  <a href="#">Mid-year version last received December '23.</a>	in relation to Corporate arrangements for Safeguarding across the Council. To provide assurance and understanding around safeguarding activity taking place across the Council.	corporate arrangements for safeguarding. To allow Committee to exercise effective scrutiny of this key area of corporate working.		
3 <sup>rd</sup> December '24	Capital Monitoring – Q2.	<a href="#">Last received Dec '23.</a>  Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period.	That Members are aware of the projected revenue outturn. The Capital Economic Regeneration Reserve is managed effectively,	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	

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.		
3 <sup>rd</sup> December '24	Revenue Monitoring – Q2.	<a href="#">Last received Dec '23.</a>  Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period.	That Members are aware of the projected revenue outturn. The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	

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
3 <sup>rd</sup> December '24	Revenue Refresh MTFP [Initial Revenue Programme Budget <b>Pre-settlement</b> Proposals].	<a href="#">Last received December '23.</a> Reference from Cabinet.	To refresh spend and funding assumptions and update Cabinet on the next steps for approving the Medium Term Financial Plan and setting the next Budget in March.	To ensure an open and transparent approach to financial management in line with the approved Financial Strategy.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Was expected for Nov '23 but actually received Dec '23 due to finance reporting changes confirmed via timetable.
3 <sup>rd</sup> December '24	Annual Delivery Plan Monitoring Report: Quarter 2 Performance.	<a href="#">Last received December '23.</a> Quarter 1 received September '24. <b>[ADD LINK]</b>	To present Quarter 2 performance results for the period in delivering the Council's Annual Delivery Plan commitments as aligned to its Corporate Plan Well-being Objectives.	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	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	

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
				<p>Glamorgan citizens. 2. To ensure the Council is effectively assessing its performance in line with the requirement to meet our performance requirements as outlined in the Local Government &amp; Elections (Wales) Act 2021 and reflecting the requirement of the Wellbeing of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the</p>		

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
				well-being goals for Wales.		
7 <sup>th</sup> January '25	Annual Delivery Plan Consultation Draft. <b>(Reference from Cabinet).</b>	<a href="#">Last received January '24.</a>	Member Consultation.	To ensure that all Scrutiny Committees have the opportunity to consider the draft Annual Delivery Plan and provide feedback as part of the programme of consultation.	Helen Moses, Strategy and Partnership Manager. 01446 709366 <a href="mailto:HMoses@valeofglamorgan.gov.uk">HMoses@valeofglamorgan.gov.uk</a>	
7 <sup>th</sup> January '25	Vale of Glamorgan Council – Proposed Fees and Charges.	<a href="#">Last received Feb '23.</a>  Reference from Cabinet.	To propose changes in service charges for functions managed by the Council over five directorates for the financial year ahead.	Comments of Scrutiny Committee are referred to Corporate Performance and Resources as the lead Scrutiny Committee and thereon to Cabinet	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Marked as all Scrutiny Committees on Annual Cabinet FWP.  Not reported in 2024 as consolidated within Revenue Refresh MTFP [Initial Revenue Programme

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				for consideration as part of the final fees and charges setting.		Budget Post-settlement Proposals] report.
7 <sup>th</sup> January '25	Update on the Cardiff and Vale of Glamorgan Regional Partnership Board.	<a href="#">Last received January '24.</a>	To update Members on the work of the Cardiff and Vale of Glamorgan Regional Partnership Board in relation to the integration of health and social care.	To increase awareness of the work of the Cardiff and Vale of Glamorgan Regional Partnership Board and to ensure links to the wider Vale of Glamorgan Local Authority agenda and key priorities are considered and ensured and to keep Members appraised on and engaged with the work of the Regional	External: Cath Doman, Director of Health and Social Care, Integration at Cardiff and Vale Integrated Health and Social Care Partnership. <a href="mailto:Cath.Doman@wales.nhs.uk">Cath.Doman@wales.nhs.uk</a>  Lance Carver, Director of Social Services. 01446 704 678 <a href="mailto:lcarver@valeofglamorgan.gov.uk">lcarver@valeofglamorgan.gov.uk</a>	Agreed at 09/01/24 meeting for report to be received Jan '25.

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
				Partnership Board.		
7 <sup>th</sup> January '25	3 <sup>rd</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule.	<a href="#">Last received Jan '24.</a>  Last 2nd Quarter received October '24 <a href="#">[ADD LINK]</a>	To report progress on the Scrutiny recommendations [Oct,Nov,Dec] and to confirm the Committee's work programme.	To report progress on Scrutiny recommendations and to consider the updated Forward Work Programme together with any slippage.	Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 <a href="mailto:arudman@valeofglamorgan.gov.uk">arudman@valeofglamorgan.gov.uk</a>	
4 <sup>th</sup> February '25	Revenue Monitoring – Q3.	<a href="#">Last received March '24.</a>  Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period.	That Members are aware of the projected revenue outturn. The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	



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
				operational responsibilities.		
4 <sup>th</sup> February '25	Capital Monitoring – Q3.	<a href="#">Last received Mar '24.</a> Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period.	That Members are aware of the projected revenue outturn. The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	
4 <sup>th</sup> February '25	Revenue Refresh MTFP [Initial Revenue Programme Budget <b>Post-settlement</b> Proposals].	<a href="#">Last received February '24.</a> Reference from Cabinet.	To put forward the Council's budget proposals for consultation with residents, other stakeholders and the Council's	In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before making a	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			Scrutiny Committees.	final proposal on the budget.		
4 <sup>th</sup> February '25	Capital Strategy [Initial Capital Programme Budget <b>Post-settlement</b> Proposals].	<a href="#">Last received February '24.</a> Reference from Cabinet.	To gain approval for the Draft Capital Programme Proposals for 2024/25 to 2028/29 so that they may be submitted to Scrutiny Committees for consultation, prior to the final Capital Proposals being presented to Members in February 2024.	In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	

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
4 <sup>th</sup> February '25	Update on the Healthy Living and Social Care Scrutiny Committee Budget Working Party Meeting of [DATE]	Last received September '24. [ADD LINK]	To provide further and more regular opportunity for select members of the Healthy Living and Social Care Scrutiny Committee to receive additional insight and understanding of the significant and increased spending for the Social Services Directorate, identified savings, as well as future transformational opportunities for Members to better scrutinise future spending.	Any issues / recommendations be referred back to the Committee for consideration.	Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 <a href="mailto:arudman@valeofglamorgan.gov.uk">arudman@valeofglamorgan.gov.uk</a>	Group established in January 2024.

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
4 <sup>th</sup> March '25	Service Plans and Target Setting to deliver the Annual Delivery Plan.	<a href="#">Last received March '24.</a>	To present the Council's Wellbeing Objectives and Improvement Plan Part 1, the associated priority actions as reflected in Service Plans and proposed improvement targets for Cabinet's consideration in line with the requirements of the Local Government Measure and Wellbeing of Future Generations Act.	The views of all key stakeholders including Scrutiny Committees, inform the Council's draft Annual Delivery Plan (Improvement Plan Part 1), associated Service Plan activities and service improvement targets and Service Plans aligned to this Committee's remit are accurate, up to date and relevant and become the main document through which performance	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	

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
				<p>against the Corporate Plan's Annual Delivery Plan is monitored and measured. The Council's Corporate Plan Performance Measurement Framework identifies a relevant set of performance measures and targets against which the Annual Delivery Plan can be monitored and measured in line with requirements of the Local Government (Wales) Measure 2009 and in delivering the Annual Delivery</p>		

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
				Plan the Council takes into account the diverse needs of the local community.		
4 <sup>th</sup> March '25	Annual Delivery Plan Monitoring Report: Quarter 3 Performance.	<a href="#">Last received March '24.</a> Quarter 2 Received December '24 [ADD LINK]	To present Quarter 3 performance results in delivering the Council's Annual Delivery Plan commitments as aligned to the Corporate Plan Well-being Objectives.	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 and to ensure the Council is effectively	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	

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				<p>assessing its performance in line with the requirement to secure continuous improvement outlined in the Local 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 wellbeing goals for Wales.</p>		

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
4 <sup>th</sup> March '25	<p>Annual Update regarding Unpaid Carers and Regional Carers Strategy.</p> <p><i>Also known as Support for Unpaid Carers in the Vale of Glamorgan.</i></p>	<p><a href="#">Last received March '24.</a></p>	<p>To update Scrutiny Committee on support for carers.</p>	<p>To ensure Scrutiny Members are aware of the duties outlined within legislation and the Ministerial Priorities set for carers as well as considering the development of a Regional Strategy for carers.</p>	<p>Natasha James, Operational Manager, Safeguarding &amp; Service Outcomes. 01446 704781 <a href="mailto:najames@valeofglamorgan.gov.uk">najames@valeofglamorgan.gov.uk</a></p> <p>Nicola Hale, Team Manager, Performance and Information. 01446 704732 <a href="mailto:NJHale@valeofglamorgan.gov.uk">NJHale@valeofglamorgan.gov.uk</a></p>	<p>Agreed at 05/03/24 meeting that next annual report received in March '25.</p>
1 <sup>st</sup> April '25	No reports currently scheduled.					



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

Report/References/Presentations/Requests	Responsible Officer and Contact Details	Commentary
<p>Development of the Vale Alliance – an integrated model for the delivery of health and social care to adult citizens in the Vale of Glamorgan Report.</p>	<p>Jason Bennett Head of Adult Services and Vale Alliance <a href="mailto:jbennett@valeofglamorgan.gov.uk">jbennett@valeofglamorgan.gov.uk</a></p>	<p>Stage One report received by Committee 08/03/22. (3) T H A T a further report following the first stage of the process be received by the Committee having regard to the fact that any future partnership agreement would be considered by Scrutiny Committee and would require approval by Cabinet.</p>
<p>Min. No. 788 – Minutes of the Budget Working Party Meeting presented 6th of February 2024.</p> <p>T H A T an informative booklet or leaflet outlining what the Council and others offered in terms of help and support be produced by the Council.</p>	<p>To be assigned based on resources available.</p> <p>Amy Rudman, Democratic &amp; Scrutiny Services Officer. 01446 709 855 <a href="mailto:arudman@valeofglamorgan.gov.uk">arudman@valeofglamorgan.gov.uk</a></p>	
<p>Min. No. 788 – Minutes of the Budget Working Party Meeting presented 6th of February 2024.</p> <p>T H A T an Innovation Day be arranged and hosted by the Vale of Glamorgan Council.</p>	<p>To be assigned based on resources available.</p> <p>Amy Rudman, Democratic &amp; Scrutiny Services Officer. 01446 709 855 <a href="mailto:arudman@valeofglamorgan.gov.uk">arudman@valeofglamorgan.gov.uk</a></p>	

**Annual Reports**

Report	Responsible Officer and Contact Details	Commentary
<b>Performance Monitoring Reports</b>		
Service Plans and Target Setting to deliver the Annual Delivery Plan 20**/**.	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Usually March each year.
Annual Delivery Plan Monitoring Report: End of Year Quarter 4 Performance 20**/**	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Usually in July each year.
Consultation Draft - Council Annual Self-Assessment Report 20**/**	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Usually in September each year via a reference from cabinet.
Vale of Glamorgan Council: Annual Performance Calendar 20**/**	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Usually in June each year.
Annual Delivery Plan 2023-24 Consultation Draft. <b>(Reference from Cabinet).</b>	Helen Moses, Strategy and Partnership Manager. 01446 709366 <a href="mailto:HMoses@valeofglamorgan.gov.uk">HMoses@valeofglamorgan.gov.uk</a>	Usually in December each year.

### Financial Reports

Revenue Outturn Closure of Accounts 20**/**.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Usually in July each year.
Capital Outturn Closure of Accounts 20**/**.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Usually in July each year.
Revenue Refresh MTFP - Initial Revenue Programme Budget Proposals. <b>Pre-settlement.</b>	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Usually in November each year (as of 16.11.22 confirmed by GJ).  ----December for 2023----
Revenue Refresh MTFP - Initial Revenue Programme Budget Proposals. <b>Post-settlement.</b>	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Usually in February each year.
Capital Strategy - Initial Capital Programme Budget Proposals. <b>Post-settlement.</b>	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Usually in February each year.

### Leisure Reports

Leisure Management Contract – Year ** Performance Report.	Dave Knevett, Operational Manager, Neighbourhood Services, Healthy Living & Performance.	Agreed at last meeting to be received prior to end of 2024. Usually in February each year.
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	01446 704 817 <a href="mailto:DPKnevelt@valeofglamorgan.gov.uk">DPKnevelt@valeofglamorgan.gov.uk</a>	Year 12 report requested for late '24 at 06/02/24 meeting.
Sports & Play: Update	Dave Knevelt, Operational Manager, Neighbourhood Services, Healthy Living & Performance. 01446 704 817 <a href="mailto:DPKnevelt@valeofglamorgan.gov.uk">DPKnevelt@valeofglamorgan.gov.uk</a>	Agreed at 09/10/23 meeting to be received annually in October. Agreed at 06/09/22 meeting to be received annually in September. Previously in June each year (as of 08/06/21). Received early in Feb 2020.
<b>Social Services Reports</b>		
Cardiff and Vale of Glamorgan Market Stability Report.	Ian McMillan, Head of Resource Management and Safeguarding. <a href="mailto:imcmillan@valeofglamorgan.gov.uk">imcmillan@valeofglamorgan.gov.uk</a>	Received last in December.
Update on the Cardiff and Vale of Glamorgan Regional Partnership Board.	Cath Doman, Director of Health and Social Care, Integration at Cardiff and Vale Integrated Health and Social Care Partnership. <a href="mailto:Cath.Doman@wales.nhs.uk">Cath.Doman@wales.nhs.uk</a>	Usually in January each year.
Telecare Services Update.	Andrew Cole, Operational Manager Locality Services. 07775 634 180 <a href="mailto:acole@valeofglamorgan.gov.uk">acole@valeofglamorgan.gov.uk</a>	Usually in November each year (as of 08/11/22).
Annual Report of the Director of Social Services 20** - 20** – Challenge Version.	Lance Carver, Director of Social Services. 01446 704 678 <a href="mailto:lcarver@valeofglamorgan.gov.uk">lcarver@valeofglamorgan.gov.uk</a>	Usually in July each year. Includes Representations and Complaints.

Annual Update regarding Unpaid Carers and Regional Carer's Strategy.	<p>Natasha James, Operational Manager, Safeguarding &amp; Service Outcomes. 01446 704781 <a href="mailto:najames@valeofglamorgan.gov.uk">najames@valeofglamorgan.gov.uk</a></p> <p>Nicola Hale, Team Manager, Performance and Information. 01446 704732 <a href="mailto:NJHale@valeofglamorgan.gov.uk">NJHale@valeofglamorgan.gov.uk</a></p>	Usually in March each year.
Corporate Safeguarding Annual Report.	<p>Lance Carver, Director of Social Services. 01446 704 678 <a href="mailto:lcarver@valeofglamorgan.gov.uk">lcarver@valeofglamorgan.gov.uk</a></p>	Usually in July each year. Reference from Cabinet.
Family Information Service Annual Report 20**/**.	<p>Ian McMillan, Head of Resource Management and Safeguarding. <a href="mailto:imcmillan@valeofglamorgan.gov.uk">imcmillan@valeofglamorgan.gov.uk</a></p>	Agreed Annual as of June '23. Usually in May each year (as of 11/5/21). Previously July each year.
Children and Young People Services Annual Placement Review – Annual Update.	<p>Rachel Evans, Head of Children and Young People Services. 01446 704 792 <a href="mailto:RJEvans@valeofglamorgan.gov.uk">RJEvans@valeofglamorgan.gov.uk</a></p>	Usually in October each year (as of 09/10/21). Previously September each year.  ---agreed last time for October---
Vale, Valleys and Cardiff Regional Adoption Collaborative Annual Report 20**/**.	<p>Rachel Evans, Head of Children and Young People Services. 01446 704 792 <a href="mailto:RJEvans@valeofglamorgan.gov.uk">RJEvans@valeofglamorgan.gov.uk</a></p>	Usually in November each year.
Liberty Protection Safeguards (LPS)  <i>Previously known as: Deprivation of Liberty Safeguards (DoLS).</i>	<p>Ian McMillan, Head of Resource Management and Safeguarding. <a href="mailto:imcmillan@valeofglamorgan.gov.uk">imcmillan@valeofglamorgan.gov.uk</a></p>	Usually received Annually. Next report due in or before October '24.
Annual Review of Commissioned Services to Adults with a Care and Support Need.	<p>Ian McMillan, Head of Resource Management and Safeguarding. <a href="mailto:imcmillan@valeofglamorgan.gov.uk">imcmillan@valeofglamorgan.gov.uk</a></p>	Usually in June each year (as of June '22 meeting).

Proposed Corporate Strategy for Children who need Care and Support 2024-28.	Rachel Evans, Head of Children and Young People Services. 01446 704 792 <a href="mailto:RJEvans@valeofglamorgan.gov.uk">RJEvans@valeofglamorgan.gov.uk</a>	Usually in February each year (as of Feb '24 meeting).
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### **Biannual Reports**

<b>Report</b>	<b>Responsible Officer and Contact Details</b>	<b>Commentary</b>
Corporate Safeguarding Mid-Year Report.	Lance Carver, Director of Social Services. 01446 704 678 <a href="mailto:lcarver@valeofglamorgan.gov.uk">lcarver@valeofglamorgan.gov.uk</a>  Natasha James, Operational Manager, Safeguarding & Service Outcomes. 01446 704781 <a href="mailto:najames@valeofglamorgan.gov.uk">najames@valeofglamorgan.gov.uk</a>	Usually in December/January each year. Reference from Cabinet.
Healthy Living and Social Care Scrutiny Committee Budget Working Group Six-Monthly Update	Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 <a href="mailto:arudman@valeofglamorgan.gov.uk">arudman@valeofglamorgan.gov.uk</a>	Usually in February each year with the Group meeting each January.
Healthy Living and Social Care Scrutiny Committee Budget Working Group Six-Monthly Update	Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 <a href="mailto:arudman@valeofglamorgan.gov.uk">arudman@valeofglamorgan.gov.uk</a>	Usually in September each year with the Group meeting each July.

**Quarterly Reports**

<b>Report</b>	<b>Responsible Officer and Contact Details</b>	<b>Commentary</b>
4 <sup>th</sup> Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule 20 <sup>**</sup> / <sup>**</sup> .	Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 <a href="mailto:arudman@valeofglamorgan.gov.uk">arudman@valeofglamorgan.gov.uk</a>	Usually May each year. Reporting on Jan, Feb and Mar.
1st Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule 20 <sup>**</sup> / <sup>**</sup> .	Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 <a href="mailto:arudman@valeofglamorgan.gov.uk">arudman@valeofglamorgan.gov.uk</a>	Usually July each year. Reporting on Apr, May and Jun.
2nd Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule 20 <sup>**</sup> / <sup>**</sup> .	Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 <a href="mailto:arudman@valeofglamorgan.gov.uk">arudman@valeofglamorgan.gov.uk</a>	Usually October each year. Reporting on July and September.
3rd Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule 20 <sup>**</sup> / <sup>**</sup> .	Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 <a href="mailto:arudman@valeofglamorgan.gov.uk">arudman@valeofglamorgan.gov.uk</a>	Usually January each year. Reporting on October, November and December.
Annual Delivery Plan Monitoring Report: Quarter 1 Performance 20 <sup>**</sup> / <sup>**</sup> .	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Usually September each year. Reporting on April, May and June.
Annual Delivery Plan Monitoring Report: Quarter 2 Performance 20 <sup>**</sup> / <sup>**</sup>	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Usually December each year. Reporting on July and September.
Annual Delivery Plan Monitoring Report: Quarter 3 Performance 20 <sup>**</sup> / <sup>**</sup>	Julia Archampong, Corporate Performance Manager.	Usually March each year.

	01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Reporting on October, November and December.
Revenue Monitoring Q1.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Usually in September each year.
Capital Monitoring Q1.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Usually in September each year.
Revenue Monitoring Q2.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Usually in November each year.  --December for 2023---
Capital Monitoring Q2.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Usually in November each year.  --December for 2023---
Revenue Monitoring Q3.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Usually in February each year.
Capital Monitoring Q3.	Gemma Jones, Operational Manager Accountancy. 01446 709 152 <a href="mailto:GHJones@valeofglamorgan.gov.uk">GHJones@valeofglamorgan.gov.uk</a>	Usually in February each year.



**Infrequent**

- Cabinet References.
- Requests for Consideration.
- Cabinet Call-in.
- Updates from the Leisure Management Contract Members Working Group.
- Updates from the Budget Working Group.

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