

The Vale of Glamorgan Council

Homes and Safe Communities Scrutiny Committee: 9th January, 2019

Report of the Managing Director

3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2018/19

Purpose of the Report

1. To advise Members of progress in relation to the Scrutiny Committee recommendations and to confirm the updated Work Programme schedule for the Scrutiny Committee for 2018/19:
 - 3rd Quarter - October to December 2018 (Appendix A)
 - 2nd Quarter - July to September 2018 (Appendix B)
 - 1st Quarter - April to June 2018 (Appendix C)
 - Updated Work Programme Schedule for 2018/19 (Appendix D).

Recommendations

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

Reasons for the Recommendations

1. To maintain effective tracking of the Committee's recommendations.
2. For information.

Background

2. 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.
3. The updated Work Programme schedule provides a breakdown of reports anticipated to be considered by the Scrutiny Committee over the forthcoming months.

Relevant Issues and Options

4. Appendices A to C attached to this report set out the recommendations of the Scrutiny Committee and Members are requested to review progress against each recommendation, to assess whether further action may be required, ensure the required action is undertaken and to confirm which recommendations are to be agreed as completed.
5. Where appropriate, progress on actions relating to a service area covered by a previous Scrutiny Committee are now included in the Appendices for the appropriate Committee's consideration.
6. It is important that decisions of Scrutiny Committees are tracked and monitored as failure to do so could result in a risk that recommended courses of action will not be followed and consequently lost. This would undermine the credibility of the scrutiny process.
7. Members are also requested to confirm approval of the updated Scrutiny Committee Work Programme Schedule attached at Appendix D, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.
8. The Work Programme has been aligned to the Cabinet Forward Work Programme. The Scrutiny and Cabinet Roles and Responsibilities Protocol Point 7.6 states it is essential that the Cabinet Work Programme is taken into account when Scrutiny Committees are drawing up their own Work Programmes and also details reports that have been requested by the Scrutiny Committee together with items that require regular monitoring and scrutiny. Other reports will be added to the schedule as and when necessity arises. The schedule will also detail Requests for Consideration that have been received and the consideration given by officers of the likely date they can be reported to the relevant Committee. With regard to Call-in Requests that are made following decisions of Cabinet, as these are required to be dealt with within 20 working days of a Cabinet decision (as per the Council's Constitution) , they will be included within the programme as and when received.
9. Discussions in relation to broadening the work programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chairmen and Vice-Chairmen Group having regard to resource implications and corporate priorities.
10. The Work Programme can also be found on the Council's website at the following link:
http://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/scrutiny/scrutiny_committees.aspx

Resource Implications (Financial and Employment)

11. None as a direct result of this report.

Sustainability and Climate Change Implications

12. None as a direct result of this report.

Legal Implications (to Include Human Rights Implications)

13. None as a direct result of this report.

Crime and Disorder Implications

14. None as a direct result of this report.

Equal Opportunities Implications (to include Welsh Language issues)

15. None as a direct result of this report.

Corporate/Service Objectives

16. Scrutiny contributes to all Corporate and Service Objectives contained in the Corporate Plan and there is also an important role for Scrutiny to play in monitoring the progress for delivering these objectives. There is also an integrated planning action contained in the Corporate Plan for 2016/17 "Review the current arrangements to support effective scrutiny and facilitate more robust challenge and improved accountability" of which this Work Programme forms a part.

Policy Framework and Budget

17. This report is in accordance with the recommendations of the WAO Democratic Renewal report and acknowledges the recommendations of the review of the Council's scrutiny function.

Consultation (including Ward Member Consultation)

18. Not applicable given the issue is an internal matter.

Relevant Scrutiny Committee

19. All.

Background Papers

Relevant Scrutiny Committee and Cabinet minutes.

Contact Officer

Amy Rudman, Democratic and Scrutiny Services Officer, Tel: (01446 709855)

Officers Consulted

Jeff Rees, Operational Manager (Democratic Services)

Responsible Officer:

Rob Thomas, Managing Director

Uncompleted Recommendation

3rd Quarter 2018-19

Appendix A
Oct - Dec 2018

SCRUTINY DECISION TRACKING FORM HOMES AND SAFE COMMUNITIES SCRUTINY COMMITTEE				
Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status

10 October 2018				
Min. No. 402 – Housing Development Programme - Hayeswood Road, Barry (REF) – Recommended	Homes & Safe Communities			
(1) That the report be referred back to Cabinet for reconsideration of the proposals contained within the report in light of the comments made above and that a more meaningful engagement exercise be undertaken with the Traveller Community.			<p>Cabinet, on 15th October, 2018 resolved –</p> <p>[1] That the findings of the Site Assessment (attached at Appendix A of the report to Cabinet on 17th September, 2018 and subsequently considered by Homes and Safe Communities Scrutiny Committee) be rejected and the identification of the site at Hayeswood Road, Barry as the preferred site to meet the longer term need for Gypsy and Traveller Accommodation identified in the Gypsy and Traveller Accommodation Assessment (GTAA) be rejected.</p> <p>[2] That in pursuance of resolution 1 above, the proposal to submit a planning application for the site at Hayeswood Road, Barry as a detailed application for a Gypsy and Traveller site be rejected and not progressed any further.</p> <p>[3] That in pursuance of resolution 1 above, the proposal to enter into negotiations with Welsh Government for the acquisition of the site for the purposes of a Gypsy and Traveller site be rejected and not progressed any further.</p> <p>[4] That immediate steps be taken to improve engagement with the Gypsy and Traveller community, including those resident temporarily at Hayes Road, Sully, so that their needs can be carefully assessed and considered in advance of any new proposals being brought forward for consideration.</p> <p>(Minute No. C440 refers)</p>	Completed

Uncompleted Recommendation

3rd Quarter 2018-19

SCRUTINY DECISION TRACKING FORM HOMES AND SAFE COMMUNITIES SCRUTINY COMMITTEE

Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
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Min. No. 406 – 2nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2018/19 (MD) – Recommended	Homes & Safe Communities			
(2) That the updated Forward Work Programme schedule attached at Appendix D be approved and uploaded to the Council's website.			Work Programme schedule uploaded to the Council's website.	Completed
(3) That for future scheduling of the Committee's Forward Work Programme and recommendation tracking that the following reports be labelled as ongoing: Vacant Properties within the Private Sector (12 Sept 18: Min No 277) Social Enterprise (12 Sept 18: Min No 278)			Work Programme schedule amended accordingly.	Completed
05 December 2018				
Min. No. – Wales Audit Office Report: Vale of Glamorgan Welsh Housing Quality Standard (WHQS) Review Including Council Housing Tenants Perspective (DEH) – Recommended	Homes & Safe Communities			
(2) That the proposals for improvement be addressed as part of the Service Planning process for 2019/20 and also incorporated within the Council Insight Tracker for monitoring.				
(3) That the report be referred to the Audit Committee and thereafter to Cabinet for their consideration incorporating any comments of the Committee.			Referred to Audit Committee meeting on 25 th February, 2019.	Ongoing
Min. No. – Housing Asset Management Strategy (REF) – Recommended	Homes & Safe Communities			
(2) That the comments of the Committee regarding the Housing Asset Management Strategy be referred to Cabinet for consideration.			Referred to Cabinet meeting on 21 st January, 2019.	Ongoing

Uncompleted Recommendation

3rd Quarter 2018-19

SCRUTINY DECISION TRACKING FORM HOMES AND SAFE COMMUNITIES SCRUTINY COMMITTEE				
Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status

Min. No. – Initial Capital Programme Budget Proposals 2019/20 To 2023/24 And Capital Monitoring 2018/19 (DEH) – Recommended	Homes & Safe Communities			
(2) That the Initial Capital Budget proposals for 2019/20 be noted and that the Committee's comments be referred to the Corporate Performance and Resources Scrutiny Committee.			Referred to Corporate Performance and Resources Scrutiny Committee meeting on 17 th January, 2019.	Ongoing
Min. No. – Initial Revenue Budget Proposals 2019/20 And Revised Budget 2018/19 (DEH) – Recommended	Homes & Safe Communities			
(2) That the Initial Revenue Budget Proposals for 2019/20 and the comments raised by the Committee, including those relating to cost pressures as set out in the minute above be passed to the Corporate Performance and Resources Scrutiny Committee as the lead Scrutiny Committee.			Referred to Corporate Performance and Resources Scrutiny Committee meeting on 17 th January, 2019.	Ongoing
Min. No. – Digital Inclusion (DEH) – Recommended	Homes & Safe Communities			
(2) That a further report on digital inclusion be provided to the Committee with particular consideration given to <ul style="list-style-type: none"> • Improving on the number of plausible areas for free wi-fi taking into account any suggestions received from Tenant Working Group representatives • That the cost and security implications for providing Microsoft Office 365 facilities to Council tenants. 			Added to work programme schedule.	Completed

Uncompleted Recommendations

2nd Quarter – 2018/19

SCRUTINY DECISION TRACKING FORM HOMES AND SAFE COMMUNITIES 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

12 September 2018				
Min. No. 273 – Older Persons Housing and Accommodation Including with Care and Care Ready (REF) – Recommended	Homes & Safe Communities			
(2) That the comments of the Committee as set out in the minutes above be referred to Cabinet for its consideration.			Cabinet, at its meeting on 15 th October, 2018, resolved that the findings of the assessment of older people's housing and accommodation be endorsed, and the implications of the assessment be considered by the Council to inform future housing policy. (Min No C444 refers)	Completed
Min. No. 275 – Presentation – Target Hardening for Domestic Abuse Victims – Recommended	Homes & Safe Communities			
(2) That the Violence Against Women, Domestic Abuse and Sexual Violence Manager reapproach the Tenant Working Groups to arrange further group training.			Democratic Services Office waiting on confirmation that training has been arranged.	Ongoing
Min. No. 277 – Vale of Glamorgan Annual Report (Improvement Plan Part 2) 2017/18 (DEH) – Recommended	Homes & Safe Communities			
(2) That a report regarding vacant properties within the private sector in the Vale of Glamorgan be added to the Committee's Forward Work Programme.			Added to the Committee's work programme schedule. At its meeting on 10 th October the Committee recommended that for future scheduling of the Committee's Forward Work Programme and recommendation tracking, that the report be labelled as ongoing. (Min No 406 refers)	Ongoing
Min. No. 278 – Environment and Neighbourhood Strategy (Housing) Six Monthly Report (DEH) – Recommended	Homes & Safe Communities			
(2) That a report regarding Social Enterprise be added to the Committee's Forward Work Programme.			Added to the Committee's work programme schedule. At its meeting on 10 th October the Committee recommended that for future scheduling of the	Ongoing

Uncompleted Recommendations

2nd Quarter – 2018/19

Appendix B
Jul - Sep 2018

SCRUTINY DECISION TRACKING FORM HOMES AND SAFE COMMUNITIES SCRUTINY COMMITTEE

Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
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			Committee's Forward Work Programme and recommendation tracking, that the report be labelled as ongoing. (Min No 406 refers)	
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Uncompleted Recommendations

1st Quarter 2018-19

Appendix C
Apr - Jun 2018

SCRUTINY DECISION TRACKING FORM HOMES AND SAFE COMMUNITIES SCRUTINY COMMITTEE

Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
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13 June 2018				
Min. No. 83 – Youth Offending Service: 9 Months Performance Report for the Period April 2017 to December 2017 (DSS) – Recommended	Homes & Safe Communities			
(2) That future Youth Offending Service Annual Reports and Appendices be amended to include benchmark data for the nine performance indicators against neighbouring Local Authorities.			Pending further research by officers.	Ongoing
(3) That future Youth Offending Service Annual Reports and Appendices include further detail on the types of provision offered to young persons of statutory school age and non-statutory school age in relation to the figure for the average number of hours ‘attended’ at start, review and end.			Pending further research by officers.	Ongoing

HOMES AND SAFE COMMUNITIES SCRUTINY COMMITTEE
FORWARD WORK PROGRAMME 2018/19

MONTH	REPORT TITLE
6 th February 2019	<ul style="list-style-type: none"> • *CFWP - Vale Timebanking Project – Six monthly monitoring report • Youth Offending Service: Mid-Year Performance Report • Environment and Neighbourhood Strategy (Housing) – Six monthly monitoring report • Presentation – Prevention of Terrorism • Housing Compliance Update Report
6 th March 2019	<ul style="list-style-type: none"> • *CFWP – Revenue and Capital Monitoring • *CFWP – Quarter 3 Performance Monitoring • Corporate Plan Annual Delivery Plan 20**/20**
3 rd April 2019	<ul style="list-style-type: none"> • Work Programme Schedule and 4th Quarter Decision Tracking • Customer Service Strategy (Housing) – six monthly monitoring report

Other reports to be added into schedule as and when available:

Requested by Committee

- Q1 Housing and Building Services performance report 2014-15 - Report / presentation on the responses received as a result of the different consultation methods employed (08 Oct 14: Min No 510)
- Asset Management Strategy (includes Fuel Poverty)
- Barry Communities First Cluster Annual Progress Report (annually in April) (14 Apr 15: Min No 1095) [**from Scrutiny Committee (Economy and Environment)**] [last reported 25 Jul 16: Min No 224]
- Wrap up report on Empty Homes (07 Dec 16: Min No 585)
- Report in regard to investigating the appropriateness and feasibility of starting a sinking fund for future repairs to leasehold properties following completion of the Welsh Housing Quality Standard works in the Summer 2017 (07 Dec 16: Min No 588)
- Report on future housing (to include the work being carried out by the Audit service on contracts) (07 Dec 16: Min No 588)
- *CFWP Vale Community Alarm System Update Report
- Report on Vacant Properties within the Private Sector (12 Sep 18: Min No 277)
- Report on Social Enterprise (12 Sep 18: Min No 278)
- Report on Digital Inclusion (05 Dec 18: Min No)

**CFWP = Cabinet Forward Work Programme

Regular reports already added to the schedule:**Annual**

- Vale of Glamorgan Annual Report 20**/20** (Sept).
- Youth Justice Plan.
- Youth Offending Service: End of Year Performance Report.
- Scrutiny Committees' Draft Annual Report.
- Closure of Accounts.
- Initial Capital Programme Budget Proposals.
- Initial Revenue Programme Budget Proposals.
- Initial Housing Revenue Account (HRA) Budget Proposals.
- Corporate Plan Annual Delivery Plan 20**/20** (Mar)
- Tenant Engagement Strategy.
- Families First 2017/18 Annual Report.
- The Civil Protection Unit – Responsibilities and Work Plan.

Biannual

- Youth Offending Service: Mid-year Performance Report.
- Customer Service Strategy (Housing) – Six Monthly Monitoring Report.
- Environment & Neighbourhood Strategy (Housing) – Six Monthly Monitoring Report
- Community Investment Strategy (Housing) – Six Monthly Monitoring Report
- Vale Timebanking Project - Six Monthly Monitoring Report.

Quarterly

- 1st Quarter [Apr, May & June] Decision Tracking and Forward Work Programme.
- 2nd Quarter [July & Sept] Decision Tracking and Forward Work Programme.
- 3rd Quarter [Oct, Nov & Dec] Decision Tracking and Forward Work Programme.
- 4th Quarter [Jan, Feb & Mar] Decision Tracking and Forward Work Programme.
- Quarter 1 [Apr, May & June] Performance Report: An Inclusive and Safe Vale. (Oct)
- Quarter 2 [July & Sept] Performance Report: An Inclusive and Safe Vale. (Dec)
- Quarter 3 [Oct, Nov & Dec] Performance Report: An Inclusive and Safe Vale. (Mar)

Infrequent

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

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

**CFWP = Cabinet Forward Work Programme