

Meeting of:	Homes and Safe Communities Scrutiny Committee
Date of Meeting:	Wednesday, 15 January 2020
Relevant Scrutiny Committee:	Homes and Safe Communities
Report Title:	3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2019/20
Purpose of Report:	To report progress on the Scrutiny recommendations and to confirm the Committee's work programme for 2019/20
Report Owner:	Rob Thomas, Managing Director
Responsible Officer:	Mark Thomas, Democratic and Scrutiny Services Officer, 01446 709279
Elected Member and Officer Consultation:	None
Policy Framework:	This report is in accordance with the recommendations of the WAO Democratic Renewal report and acknowledges the recommendations of the review of the Council's scrutiny function
<p>Executive Summary:</p> <ul style="list-style-type: none"> • The report advises Members of progress in relation to the Scrutiny Committee's recommendations and confirms the updated Work Programme Schedule for 2019/20: <ul style="list-style-type: none"> - 3rd Quarter October to December 2019 (Appendix A) - 2nd Quarter July to September 2019 (Appendix B) - 2018/19 Uncompleted (Appendix C) - Updated Work Programme Schedule for 2019/20 (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 Recommendations

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

1. Background

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

2. Key Issues for Consideration

- 2.1 Appendices A to 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.
- 2.2 It is important that decision of Scrutiny Committees are tracked and monitored as failure to do so could result in a risk that recommended courses of action will not be followed and consequently lost. This would undermine the credibility of the scrutiny process.
- 2.3 Members are also requested to confirm approval of the 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.
- 2.4 The Work Programme has been aligned to the Cabinet Forward Work Programme. The Scrutiny and Cabinet Roles and Responsibilities Protocol Point 7.6 states it is essential that the Cabinet Work Programme is taken into account when Scrutiny Committees are drawing up their own Work Programmes and also details reports that have been requested by the Scrutiny Committee together with items that require regular monitoring and scrutiny. Other reports will be added to the schedule as and when necessity arises. The schedule will also detail Requests for Consideration that have been received and the consideration given by officers of the likely date they can be reported to the relevant Committee.

With regard to Call-in Requests that are made following decisions of Cabinet, as these are required to be deal with within 20 working days of a Cabinet decision (as per the Council's Constitution), they will be included within the Programme as and when received.

2.5 In response to the recent Wales Audit Office review into Scrutiny, the Council has aimed to deliver an annual scrutiny-driven issues planning process for each Scrutiny Committee. The Committee is therefore asked to closely consider its Forward Work Programme (attached at Appendix D) by identifying:

- The specific areas of interest for the Committee;
- How to engage stakeholders (including Ward Members and the public);
- The most appropriate forms of scrutiny for each (e.g. "task and finish", expert witnesses, site visits, joint approaches to scrutiny, etc.);
- The issues where scrutiny can have the most impact and value to be gained from consideration.

2.6 Discussions in relation to broadening the Work Programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chairmen and Vice-Chairmen Group having regard to resource implications and corporate priorities.

2.7 The Work Programme can also be found on the Council's website at the following link: https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/scrutiny/scrutiny_committees.aspx

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

3.1 The Scrutiny Committees have a responsibility to report annually to the Council their future work programmes.

3.2 Scrutiny Committee forward work programmes are published by the Council which encourages engagement / involvement by the public in the decision making process.

3.3 The Scrutiny Public Participation Guide can be found at <https://www.valeofglamorgan.gov.uk/Documents/Our%20Council/Scrutiny/Guidance/Public-Scrutiny-Booklet.pdf>

3.4 The Scrutiny work programme provides details of the reports / items proposed to be considered by the Committee over the coming year.

4. Resources and Legal Considerations

Financial

4.1 None as a direct result of this report.

Employment

4.2 None as a direct result of this report.

Legal (Including Equalities)

4.3 None as a direct result of this report.

5. Background Papers

Relevant Scrutiny Committee and Cabinet minutes.

Uncompleted Recommendations

3rd Quarter 2019-20

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

16 October 2019				
Min. No. 380 – Housing and Property Acquisitions Policy 2019 (REF) – Recommended	Homes & Safe Communities			
(1) That the details of the Housing and Property Acquisitions Strategy be noted.		}	A further report is to be presented to Cabinet for their approval / endorsement of the Policy, which will include the Committee's views.	Completed
(2) That the Scrutiny Committee's comments be referred back to Cabinet for consideration.				
Min. No. 384 – Quarter 1 2019/20 Performance Report: An Inclusive and Safe Vale (DEH) – Recommended	Homes & Safe Communities			
(3) That a separate report outlining the outcomes from the evaluation of the pilot Domestic Abuse Referral and Assessment Service (DAARC) be presented to the Committee.			Added to work programme schedule.	Completed
Min. No. 385 – Community Investment Update (DEH) – Recommended	Homes & Safe Communities			
(2) That the Community Investment Strategy, the Tenant Engagement Strategy, the Customer Services Strategy and Environment and Neighbourhood Strategy reports be combined into an overall Annual Report for March 2020.			Added to work programme schedule.	Completed
13 November 2019				
Min. No. 436 – 2nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2019/20 (MD) – Recommended	Homes & Safe Communities			
(2) That the updated Work Programme Schedule for 2019/20 attached at Appendix D to the report be approved and uploaded to the Council's website.			Work programme schedule uploaded to the Council's website.	Completed

Uncompleted Recommendations

3rd Quarter 2019-20

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 December 2019				
Min. No. 520 – Quarter 2 2019/20 Performance Report: An Inclusive and Safe Vale (DEH) – Recommended	Homes & Safe Communities			
(3) That a report concerning the development and delivery of a Digital Inclusion Strategy be presented to the next Committee meeting.			Added to work programme schedule.	Completed
(4) That a report identifying an appropriate housing solution for the Traveller community would be presented to the Committee in the future following its review at Cabinet.			Added to work programme schedule.	Completed

Uncompleted Recommendations

2nd Quarter – 2019/20

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

18 September 2019				
Min. No. 299 – Tenant Engagement Strategy – Monitoring Report (DEH) – Recommended	Homes & Safe Communities			
(2) That the Scrutiny Committee be notified of the next FestiVale in order to attend.			The Head of Housing and Building Services stated that the planning for FestiVale should start in February / March 2020 – with the expectation that the event would go ahead in August 2020. The Committee would be kept updated on its progress.	Ongoing

Uncompleted Recommendations

2018/19

Apr 2018 – Mar 2019

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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06 March 2019

Min. No. 815 – Environment and Neighbourhood Strategy (Housing) – Six Monthly Monitoring Report (DEH) – Recommended	Homes & Safe Communities			
That the Operational Delivery Plan as set out in Appendix 1 to the report be amended to reflect comments made by the Scrutiny Committee.			Subsequent report pending for Committee meeting on 16 th October, 2019. Will now be part of the combined Annual Report going to Committee in March 2020.	Ongoing

HOMES AND SAFE COMMUNITIES SCRUTINY COMMITTEE
FORWARD WORK PROGRAMME 2019/20

Wednesday 15 January 2020.	<ul style="list-style-type: none"> • *CFWP – Revenue and Capital Monitoring. • 3rd Quarter [Oct, Nov & Dec] Decision Tracking and Forward Work Programme. • Housing (Wales) Act 2014 Commencement of Section 75(3) – Homeless Intentionality Decisions. • Digital Inclusion six monthly update. •
Wednesday 12 February 2020.	<ul style="list-style-type: none"> • *CFWP – CCTV Review. • Welsh Government National 5 Year Rent Policy. • Update on Welfare Reforms and Implications for Council Tenants. • Council Housing Investment Update (was WHQS). • *CFWP – Housing Compliance Policy Review. • Marcross Package Treatment Work.
Wednesday 18 March 2020.	<ul style="list-style-type: none"> • *CFWP – Revenue and Capital Monitoring. • *CFWP – Council Annual Self-Assessment • *CFWP – Vale of Glamorgan Wellbeing Objectives/ Improvement Plan (Part 1) (including target setting and service plans 2020/21). • *CFWP – Final Guidance on Housing Support Grant. • Report on the Output Information and Relevant Statistics informing the Homelessness Prevention Strategy Action Plan and an update on Action Plan progress. • Quarter 3 2019/20 [Oct, Nov & Dec] Performance Report: An Inclusive and Safe Vale. • Youth Offending Service: Mid-year Performance Report. • Annual Monitoring Report - combined (Community Investment Strategy, the Tenant Engagement Strategy, the Customer Services Strategy and Environment and Neighbourhood Strategy). • Vale Timebanking Project - Six Monthly Monitoring Report (Reference from Cabinet).
Wednesday 22 April 2020.	

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

- *CFWP Vale Community Alarm System Update Report [M. Ingram] (19/20 Municipal).

**CFWP = Cabinet Forward Work Programme

- Report on the Output Information and Relevant Statistics informing the Homelessness Prevention Strategy Action Plan (09 Jan 19: Min No 649) [M. Ingram]. (March 2020)
- Prevention of Terrorism Action Plan Update Report [M. Ingram] (Point raised at March 2019 meeting) (TBC - 2020).
- Reshaping Services - Update on Implementation for Outcome 1 (Cabinet: 18 Mar 19: Min No C617) [T. Bowring]
- *CFWP – CCTV Review [D.Gibbs] (February 2020)
- Scrutiny Committees' Draft Annual Report.
- Update on progress of the recent changes to the Council Tax Policy in the Vale of Glamorgan Council and how similar Authorities deal with Empty Homes.
- Report on Social Enterprise.
- Update on Universal Credit numbers and rent arrears (February 2020).
- Digital Inclusion six monthly update.
- Housing Support Grant – new guidance.
- Demonstration of the digital Homes4U bidding portal.
- *CFWP – Review of services to leaseholders including the potential for introducing a new Leaseholder Sinking Fund.
- Housing Compliance Policy Review (to ask Mike Ingram about).
- Report on identifying an appropriate housing solution for the Traveller community.

Annual

- Vale of Glamorgan Annual Report 20**/20**. (Sept).
- Youth Justice Plan. (Oct).
- Youth Offending Service: End of Year Performance Report. (Oct).
- Scrutiny Committees' Draft Annual Report. (Nov).
- Closure of Accounts. (July).
- Initial Capital Programme Budget Proposals. (Dec).
- Initial Revenue Programme Budget Proposals. (Dec).
- Initial Housing Revenue Account (HRA) Budget Proposals. (Dec).
- Vale of Glamorgan Wellbeing Objectives/Improvement Plan (Part One) (including target setting and service plans 2019/20). (Mar).
- Tenant Engagement Strategy. (Sept).
- Families First 2017/18 Annual Report. (July).
- The Civil Protection Unit – Responsibilities and Work Plan [Presentation]. (Sept).
- Corporate Safeguarding Annual Report (Jun) (Reference from Cabinet - Sept).

Biannual

- Youth Offending Service: Mid-year Performance Report. (Feb).
- Customer Service Strategy (Housing) – Six Monthly Monitoring Report. (Nov/Apr).
- Environment & Neighbourhood Strategy (Housing) – Six Monthly Monitoring Report. (Nov/Apr).

**CFWP = Cabinet Forward Work Programme

- Community Investment Strategy (Housing) – Six Monthly Monitoring Report. (Oct/Apr).
- Vale Timebanking Project - Six Monthly Monitoring Report. (Sept/Mar).
- Corporate Safeguarding Mid-Year Report. (Dec) (Reference from Cabinet).

Quarterly

- Report on the Output Information and Relevant Statistics informing the Homelessness Prevention Strategy Action Plan and an update on Action Plan progress. (Jun/Oct/Mar).
- 1st Quarter [Apr, May & June] Decision Tracking and Forward Work Programme. (July).
- 2nd Quarter [July & Sept] Decision Tracking and Forward Work Programme. (Oct).
- 3rd Quarter [Oct, Nov & Dec] Decision Tracking and Forward Work Programme. (Jan).
- 4th Quarter [Jan, Feb & Mar] Decision Tracking and Forward Work Programme. (May).
- 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.
- Cabinet Call-in.

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

**CFWP = Cabinet Forward Work Programme