

Meeting of:	Homes and Safe Communities Scrutiny Committee
Date of Meeting:	Wednesday, 13 January 2021
Relevant Scrutiny Committee:	Homes and Safe Communities
Report Title:	3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2020/21.
Purpose of Report:	To report progress on the Scrutiny recommendations and to confirm the Committee's Updated Work Programme for 2020/21.
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 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> <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 2020/21: <ul style="list-style-type: none"> - 3rd Quarter October to December 2020 (Appendix A); - 2nd Quarter July to September 2020 (Appendix B); - Municipal Year April 2019 - March 2020 (Appendix C); - Municipal Year April 2018 - March 2019 (Appendix D); - Updated Work Programme Schedule for 2020/21 (Appendix E). 	

Recommendations

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

Reasons for Recommendations

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

1. Background

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

2. Key Issues for Consideration

- 2.1 Appendices A to D attached to this report set out the recommendations of the Scrutiny Committee and Members are requested to review progress against each recommendation, to assess whether further action may be required, ensure the required action is undertaken and to confirm which recommendations are to be agreed as completed.
- 2.2 It is important that 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.
- 2.3 Due to the Covid-19 National Pandemic, Scrutiny Committee meetings were cancelled between March and July 2020. Following the August Recess, meetings resumed in September 2020. Therefore, there are no recommendations of the Committee for Quarter 1 of the 2020/21 Municipal year and only the September meeting recommendations for Quarter 2.
- 2.4 Members are also requested to confirm approval of the updated Scrutiny Committee Work Programme Schedule attached at Appendix E, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.
- 2.5 The Work Programme has been aligned to the Cabinet Forward Work Programme. The Scrutiny and Cabinet Roles and Responsibilities Protocol Point 7.6 states it is essential that the Cabinet Work Programme is taken into account when Scrutiny Committees are drawing up their own Work Programmes and also

details reports that have been requested by the Scrutiny Committee together with items that require regular monitoring and scrutiny. Other reports will be added to the schedule as and when necessity arises. The schedule will also detail Requests for Consideration that have been received and the consideration given by officers of the likely date they can be reported to the relevant Committee. With regard to Call-in Requests that are made following decisions of Cabinet, as these are required to be dealt with within 20 working days of a Cabinet decision (as per the Council's Constitution), they will be included within the Programme as and when received.

2.6 In response to the recent Audit Wales (formerly Wales Audit Office) review into Scrutiny, the Council has aimed to deliver an annual scrutiny-driven issues planning process for each Scrutiny Committee. The Committee is therefore asked to closely consider its forward work programme (attached at Appendix E) by identifying:

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

2.7 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.

2.8 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:

[https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/minutes, agendas and reports/agendas/Scrutiny-HSC/Scrutiny-HSC.aspx](https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/minutes,_agendas_and_reports/agendas/Scrutiny-HSC/Scrutiny-HSC.aspx)

[https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/minutes, agendas and reports/agendas/cabinet/Cabinet-Agendas.aspx](https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/minutes,_agendas_and_reports/agendas/cabinet/Cabinet-Agendas.aspx)

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

Uncompleted Recommendations

3rd Quarter 2020-21

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

14 October 2020					
Min. No. 123 – Coronavirus Recovery Strategy (REF) – Recommended	Homes & Safe Communities				
(2) That after consideration of the report and the Coronavirus Recovery Strategy, the Committee identified the following reports and presentations to be added to its forward work programme: <ul style="list-style-type: none"> • The Capital Programme pilot and its use of alternative sources of heating. • The Housing Investment Programme. • Homelessness provision and response during Covid-19. • Vulnerable communities, anti-social behaviour and social cohesion. • The work undertaken by the Community Development Team and what it will be doing going forward for younger people and other members of the community. • Early intervention and support services and how they can safely restart or put in place new service models (such as the 'Hub' on Holton Road). • Social Enterprise and its impact going forward. • Presentation - 'Foundational Economy' and the work undertaken around the 21st Century schools project. • Universal Credit: the financial impact on Council tenants, the impact on Housing Services, and the work to recover rent and help with employment opportunities for tenants. • Visit to the pilot 'Smart House'. 			Added to forward work programme schedule.	Completed	
(3) That following consideration of a future report on Homelessness Provision and Response during Covid-19, the Committee gives consideration to the setting up of a Task and Finish Working Group.				Added to forward work programme schedule	Completed

Uncompleted Recommendations

3rd Quarter 2020-21

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

11 November 2020				
Min. No. 177 – Safer Vale Partnership Strategy 2020-2023 (REF) – Recommended	Homes & Safe Communities			
(2) That the Committee receive a report on the Action Plan on a six-monthly basis.			Added to work programme schedule.	Completed
Min. No. 179 – Youth Offending Service: Transition and Recovery Plan Dated 8th September 2020 (DSS) – Recommended	Homes & Safe Communities			
(2) That the Committee has sight of the Action Plan going forward.			Added to work programme schedule	Completed

Uncompleted Recommendations

2nd Quarter 2020/21

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 September 2020				
Min. No. 28 – Presentation – Working Towards Recovery – September 2020 – Recommended	Homes & Safe Communities			
(2) That further reports on the following areas referred to in the presentation - Housing Trading Account, Modular Housing, CCTV and Disabled Facilities Grants - be brought to this Committee in future.			Added to work programme schedule.	Completed
Min. No. 29 – Annual Delivery Plan Monitoring Report: Quarter 1 Performance 2020/21 (DEH) – Recommended	Homes & Safe Communities			
(3) That future reports on performance results and progress towards achieving the Annual Delivery Plan 2020/21 have a summary and presentation attached highlighting those areas of performance directly under the remit of the Committee.			Recommendation implemented in the subsequent Annual Delivery Plans	Completed
(4) That an additional report be brought to the next meeting of the Committee regarding the impact of the pandemic on the performance of C1V.			Added to work programme schedule.	Completed
Min. No. 31 – 4th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2020/21 (MD) – Recommended	Homes & Safe Communities			
(2) That the updated Work Programme Schedule attached at Appendix E be approved and uploaded to the Council's website subject to the following amendments: (i) Reports on the following areas referred to in the Working Towards Recovery presentation - Housing Trading Account, Modular Housing, CCTV and Disabled Facilities Grants - be added to the Work Programme Schedule; (ii) A report on the impact of the pandemic on the performance of C1V – as referred to in the Annual Delivery Plan Monitoring Report - be added to the Work Programme Schedule.			Work programme updated and uploaded to the Council's website.	Completed

Uncompleted Recommendations

2019-20

Apr 2019 – Mar 2020

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. This has been cancelled until further notice due to the COVID-19 pandemic.	Ongoing
10 December 2019				
Min. No. 520 – Quarter 2 2019/20 Performance Report: An Inclusive and Safe Vale (DEH) – Recommended	Homes & Safe Communities			
(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. At the meeting on 15 th January, 2020 Committee recommended that this recommendation be shown as ongoing. (Min No 591 refers) At the meeting on 9th December, 2020 Committee was notified that the Strategic Housing Group met in early December with a draft report concerning this tabled at the meeting and the outcome being a further report drafted on this topic to go to Cabinet in early 2021, with work ongoing in order to resolve this and with further updates or the report to come to the Committee in due course.	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

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. The combined Annual Report was delayed due to COVID 19 and went to Committee in December 2020 instead	Completed



Vale of Glamorgan Homes and Safe Communities

Forward Work Programme

January 2021 – April 2021

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
January	Impact of Covid19 on Contact OneVale	Recommendation from the Annual Delivery Plan Monitoring Report: Q1 Performance	To inform committee of how the Corona Virus pandemic has impacted on Customer Relations	The Committee recognise the impact of the pandemic on C1V and the services	Tony Curliss Operational Manager for Customer Relations 01446 729500 TCurliss@valeofglamorgan.gov.uk	Moved to January due to large scale

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
		2020/21 at the meeting on the 16th September 2020.	and how the service has responded to support residents.	provided to residents, acknowledge the support provided by Contact OneVale as part of the council's overall response to the pandemic and recognises the innovative collaborative work the service has undertaken with partners to deliver services supporting vulnerable residents across Wales.		agenda in December.
January	3rd Quarter [Oct, Nov & Dec] 20/21 Decision Tracking and	Previous report – 4 th Quarter 19/20	To report progress on the Scrutiny recommendations and to confirm the Committee's work	To maintain effective tracking of the Committee's recommendations. That the updated	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	1st & 2nd Quarter Reports missed due to COVID-19.

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
	Forward Work Programme.		programme for 2020/21	Work Programme Schedule be approved and uploaded to the Council's website.		
January	Revenue and Capital Monitoring for the period 1st April 2020 to 30th November 2020.	Cabinet Forward Work Programme Item.	To advise Scrutiny Committee of the progress relating to revenue and capital expenditure for the period 1st April to 30th November 2020 .	That Members are aware of the projected revenue outturn 2020/21.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
January	STAR Survey	New presentation: referred to in connection with the Housing Strategies Update Report at the meeting in December 2020.	To present the findings of the survey to the Committee.	To inform Members of the survey findings.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
February	Report on Housing Provision within the Vale of	Recommendation from the Coronavirus Recovery Strategy	Report outlining housing provision as the basis for a future	That Members are provided with the relevant information as a	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
	Glamorgan (part of the proposed Task and Finish Group Exercise).	at the meeting on the 14th October 2020.	Task and Finish Group.	basis for implementing a Task and Finish Group.		
February	Disabled Facilities Grant update	Recommendation from the Working Towards Recovery presentation at the meeting on the 16th September 2020.	To advise Scrutiny on the status of the Disabled Facilities Grant due to COVID-19, etc.	That Members are aware of the status of the Disabled Facilities Grant.	Marcus Goldsworthy Head of Regeneration and Planning 01446 704630 MJGoldsworthy@valeofglamorgan.gov.uk	
February	Youth Offending Service: Performance Report.	The Coronavirus Pandemic has pushed this back to February.	To inform Scrutiny about the performance of the Youth Offending Service during the mid-year period	To ensure Scrutiny are able to exercise oversight of the Youth Offending Service performance against UK/devolved/local indicators.	Paula Barnett YOS Manager 01446 745820 PBarnett@valeofglamorgan.gov.uk	
February	New Tenant Engagement Strategy.	New report	To inform Scrutiny about the new strategy.	To ensure Scrutiny have	Mike Ingram Head of Housing and Building Services 01446 709516	

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
				oversight of the strategy.	MIngram@valeofglamorgan.gov.uk	
February	CCTV update	Recommendation from the Working Towards Recovery presentation at the meeting on the 16th September 2020.	To advise Scrutiny on the status of the CCTV.	That Members are aware of the current CCTV deployment and review.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
February	Universal Credit (UC) update	Combined report/presentation – last done in February 2020; and further recommendations on this area at the H&SC meeting 14th October 2020.	To update Members on UC and its impact on Housing Services, tenants, rent arrears, etc.	To ensure that the impact of UC and other areas of welfare reform are understood.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
March	Annual Delivery Plan (Part 1)	Cabinet Forward Work Programme Item.	To seek Members' endorsement of the draft Annual Delivery Plan (Improvement Plan Part 1) 2021/2022 prior to	To ensure the views of all key stakeholders including Scrutiny Committees, inform the Council's draft	Sian Clemett-Davies Performance and Projects Officer 01446 703391 snclemett-davies@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			consideration by Council. The Plan outlines the Council's Well-being (Improvement Objectives), the associated priority actions as reflected in Service Plans and proposed service improvement targets for the period 2021/2022.	Annual Delivery Plan (Improvement Plan Part 1), associated Service Plan activities and service improvement targets for 2021/2022.		
March	Quarter 3 20/21 [Oct, Nov & Dec] Performance Report: An Inclusive and Safe Vale.	Quarter 2 reported in December 2020	To present quarter 3 performance results for the period 1st April 2020 to 31 st December 2020 for the Corporate Plan Well-being Outcome 1, 'An Inclusive and Safe Vale.'	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	Sian Clemett-Davies Performance and Projects Officer 01446 703391 snclemett-davies@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
				<p>citizens. To ensure the Council is effectively 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
March	Report on the Output Information and Relevant Statistics informing the Homelessness Prevention Strategy Action Plan and an update on Action Plan progress.	Previously reported in November 2020.	Information and progress update on the implementation of this strategy for Scrutiny to consider.	To ensure that the actions in the Homelessness Action Plan are progressing and are driving improvements in the quality of the homelessness service.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
April	Council Housing Investment Update (was WHQS).	Previously reported in October 2019.	Update Members on Council Housing Investment.	Members have oversight on Council Housing Investment.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Was not reported in April 2020 due to Coronavirus.
April	Housing Trading Account update	Recommendation from the Working Towards Recovery presentation at the meeting on the 16th September 2020.	To advise Scrutiny on the status of the Housing Trading Account due to COVID-19, etc.	That Members are aware of the status of the Housing Trading Account.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Moved from January 2021 to April 2021 due to review on this.

Other reports/presentations/visits requested by Committee to be added into schedule as and when available (in light of the COVID-19 pandemic some of these reports have not been included in the main timetable but can be added as the situation progresses).

Report	Responsible Officer and Contact Details	Commentary
Report on Digital Inclusion <i>in addition to the regular progress update.</i>	Tony Curliss Operational Manager for Customer Relations 01446 729500 TCurliss@valeofglamorgan.gov.uk	Further, separate report on Digital Inclusion requested at January 2020 meeting – TBC.
Housing Provision (part of proposed Task and Finish Group Exercise)	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Proposed report to advise the Committee as part of the establishment of a T&FG for January/February 2021
Housing Development Programme	TBC	TBC
Code of Guidance (Homelessness)	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Changes to the code that could impact Housing. ** This will probably be incorporated into the Housing Provision report and Task and Finish Group Exercise. **

Demonstration of the digital Homes4U bidding portal	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	A live demonstration of this service be provided to Scrutiny once operational.
Homes 4U update (reference from Cabinet)	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	TBC
Prevention of Terrorism Action Plan Update	Mike Ingram/Stacey Evans (Community Safety Manager)	Presentation – TBC sometime in 2020. Last presented in March 2019.
CFWP Vale Community Alarm System Update Report	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Last reported under 'Telecare Services Update' a reference from HLSC in February 2020.
Site visit to one of the new housing developments in the Vale of Glamorgan (15 Jan 20: Min No)	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	TBC – 2021.
STAR Survey	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Provisionally to be presented at either the January or February 2021 meetings.
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 (July 2019)	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	TBC
Report on Social Enterprise	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	TBC

Update on Universal Credit numbers and rent arrears	Nick Jones Housing and Strategic Projects Team Leader 02920673252 njones@valeofglamorgan.gov.uk	Combined report/presentation – last done in February 2020; Committee has asked for a further update in the near future – date TBC
Domestic Abuse Assessment and Referral Co-ordinator Progress Report	Deborah Gibbs Principal Community Safety Officer 01446 450200 DGibbs@valeofglamorgan.gov.uk	Last reported in December 2019 but could be a recurring update on this project. ** This will be revisited in 2021 subject to COVID-19. **
Report on identifying an appropriate housing solution for the Traveller community.	Mike Ingram/Pam Toms	Report to be presented to Scrutiny once reviewed by Cabinet. ** To revisit this in early 2021. **
*CFWP – Review of services to leaseholders including the potential for introducing a new Leaseholder Sinking Fund.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	TBC – still under review.
Marcross Package Treatment Work	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Report potentially coming to Scrutiny in Jun/Jul 2020.
Vale Timebanking Project - Six Monthly Monitoring Report	Nick Jones Housing and Strategic Projects Team Leader 02920673252 njones@valeofglamorgan.gov.uk	Intended to go to May 2020 Committee; update went in December 2020 as part of the Housing Strategies Update Report. To look at the impact of COVID-19 on this in 2021.
Housing Grant Delivery Plan 2020 -21 (Reference from Cabinet)	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	TBC
Shared Regulatory Service (SRS) reports	Dave Holland Head of Shared Regulatory Services	Last report – WAO follow up review delivering with less – Environmental Health Services

	01446 709272	(VOG) in November 2019. **As part of the Insight Action Tracker, 'P6 - The Council should strengthen accountability and elected member oversight of its environmental health services, for example through more regular scrutiny of services provided by third parties, including SRS.'
Tablet Loan Scheme	<p>Tony Curliss Operational Manager for Customer Relations 01446 729500 TCurliss@valeofglamorgan.gov.uk</p> <p>Scott Tandy Cymdeithas Tai Newydd Housing Association 02920 005479 scott.tandy@newydd.co.uk</p>	Raised at the H&SC meeting 16 th September 2020.
The Capital Programme pilot and its use of alternative sources of heating.	<p>Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk</p>	Recommended at the H&SC meeting 14 th October 2020.
The Housing Investment Programme.	<p>Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk</p>	Recommended at the H&SC meeting 14 th October 2020.
Homelessness provision and response during Covid-19.	<p>Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk</p>	Recommended at the H&SC meeting 14 th October 2020.

Vulnerable communities, anti-social behaviour and social cohesion.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Recommended at the H&SC meeting 14th October 2020.
The work undertaken by the Community Development Team and what it will be doing going forward for younger people and other members of the community.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Recommended at the H&SC meeting 14th October 2020.
Early intervention and support services and how they can safely restart or put in place new service models (such as the 'Hub' on Holton Road).	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Recommended at the H&SC meeting 14th October 2020.
Social Enterprise and its impact going forward.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Recommended at the H&SC meeting 14th October 2020.
Presentation - 'Foundational Economy' and the work undertaken around the 21st Century schools project.	Marcus Goldsworthy Head of Regeneration and Planning 01446 704630 MJGoldsworthy@valeofglamorgan.gov.uk	Recommended at the H&SC meeting 14th October 2020.
Universal Credit: the financial impact on Council tenants, the impact on Housing Services, and the work to recover rent and help with employment opportunities for tenants.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Recommended at the H&SC meeting 14th October 2020.
YOS Action Plan.	Paula Barnett YOS Manager 01446 745820 PBarnett@valeofglamorgan.gov.uk	Recommended at the H&SC meeting 11th November 2020.
Visit to the pilot 'Smart House'.	Mike Ingram Head of Housing and Building Services 01446 709516	Recommended at the H&SC meeting 14th October 2020.

MIngram@valeofglamorgan.gov.uk

Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Scrutiny Committees' Draft Annual Report	Cath Lindsey Assistant Democratic Services Officer 01446 709144 celindsey@valeofglamorgan.gov.uk	TBC
Annual Monitoring Report - combined (Community Investment Strategy, the Tenant Engagement Strategy, the Customer Services Strategy and Environment and Neighbourhood Strategy).	Nick Jones Housing and Strategic Projects Team Leader 02920673252 njones@valeofglamorgan.gov.uk	TBC.
Youth Justice Plan	Paula Barnett YOS Manager 01446 745820 PBarnett@valeofglamorgan.gov.uk	Usually October each year. ** Delayed due to Coronavirus – replaced by the Youth Offending Service: Transition and Recovery Plan reported to Committee in November 2020. **
Youth Offending Service: End of Year Performance Report.	Paula Barnett YOS Manager 01446 745820 PBarnett@valeofglamorgan.gov.uk	Usually October each year. ** Delayed due to Coronavirus – replaced by the Youth Offending Service: Transition and Recovery Plan reported to Committee in November 2020 **
Closure of Accounts	Laura Davis Finance Support Manager	Usually in July each year. ** Delayed due to Coronavirus. **

	01446 704639 LLDavis@valeofglamorgan.gov.uk	
Initial Capital Programme Budget Proposals	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in December each year.
Initial Revenue Programme Budget Proposals	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in December each year.
Initial Housing Revenue Account	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in December each year.
The Civil Protection Unit – Responsibilities and Work Plan [Presentation]	Debbie Spargo Principal Civil Protection Officer 029 20673044 DASpargo@valeofglamorgan.gov.uk	Usually in September each year. NOW TBC
Corporate Safeguarding Annual Report	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Usually June or September each year. Moved to December.

Biannual Reports

Report	Responsible Officer and Contact Details	Commentary
Vale of Glamorgan Annual Delivery Plan/Report 20**/20**.	Sian Clemett-Davies Performance and Projects Officer	Usually March and September each year.

	01446 703391 snclemett- davies@valeofglamorgan.gov.uk	
Youth Offending Service: Mid-year Performance Report	Paula Barnett YOS Manager 01446 745820 PBarnett@valeofglamorgan.gov.uk	**Delayed due to Coronavirus.**
Vale Timebanking Project - Six Monthly Monitoring Report	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	** Delayed due to Coronavirus. Referred to in the Housing Strategies Update Report in December 2020. To revisit in 2021. **
Corporate Safeguarding Mid-Year Report	Lance Carver Director of Social Services 01446 704678 lcarver@valeofglamorgan	Usually December.
Safer Vale Partnership Strategy Action Plan.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk; and Deborah Gibbs Principal Community Safety Officer 01446 450200 DGibbs@valeofglamorgan.gov.uk	Recommended at the H&SC meeting 11th November 2020.

Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
Report on the Output Information and Relevant Statistics informing the Homelessness Prevention Strategy Action Plan.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Usually reported in June, March, October of each year. Last submitted for November 2020 meeting (due to Coronavirus).
1st Quarter [Apr, May & June] Decision Tracking and Forward Work Programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually July. **Impacted by Coronavirus**
2nd Quarter [July & Sept] Decision Tracking and Forward Work Programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually October. **Impacted by Coronavirus**
3rd Quarter [Oct, Nov & Dec] Decision Tracking and Forward Work Programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually January.
4th Quarter [Jan, Feb & Mar] Decision Tracking and Forward Work Programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually May.
Quarter 1 [Apr, May & June] Performance Report: An Inclusive and Safe Vale.	Sian Clemett-Davies Performance and Projects Officer 01446 703391	Usually October.

	sncl Emmett-davies@valeof glamorgan.gov.uk	
Quarter 2 [July & Sept] Performance Report: An Inclusive and Safe Vale	Sian Clemett-Davies Performance and Projects Officer 01446 703391 sncl Emmett-davies@valeof glamorgan.gov.uk	Usually December.
Quarter 3 [Oct, Nov & Dec] Performance Report: An Inclusive and Safe Vale	Sian Clemett-Davies Performance and Projects Officer 01446 703391 sncl Emmett-davies@valeof glamorgan.gov.uk	Usually March.
End of Year Performance Report: An Inclusive and Safe Vale.	Sian Clemett-Davies Performance and Projects Officer 01446 703391 sncl Emmett-davies@valeof glamorgan.gov.uk	**Impacted by Coronavirus**

Infrequent

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

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