

Meeting of:	Homes and Safe Communities Scrutiny Committee
Date of Meeting:	Wednesday, 15 May 2024
Relevant Scrutiny Committee:	Homes and Safe Communities
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:	Mark Thomas, 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"> - 2019-20 Uncompleted (Appendix A); - 2021-22 Uncompleted (Appendix B); - 3rd Quarter Recommendation Tracking October – December 2023 (Appendix C) - 4th Quarter Recommendation Tracking Jan to March 2024 (Appendix D); - Cabinet Annual Forward Work Programme 2024/25 (Appendix E); - Proposed Annual Forward Work Programme Schedule for 2024/25 (Appendix F). 	

Recommendations

1. T H A T the status of the actions listed in Appendices A - D to the report be agreed.
2. T H AT THE Cabinet Annual Forward Work Programme for 2024/25 attached at Appendix E, in the context of the Homes and Safe Communities 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 F, be approved and uploaded to the Council's website.

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.

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).

2. Key Issues for Consideration

- 2.1 Appendices A- D, 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 25th April, 2024 (Appendix E).
- 2.4 Members are also requested to confirm approval of the proposed Scrutiny Committee Work Programme Schedule attached at Appendix F, 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 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.
- 2.6** 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.
- 2.7** 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.
- 2.8** 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 F) 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.
- 2.9** The Scrutiny Forward Work Programmes 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.

- 2.10** 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, 28th May, 2024.
- 2.11** 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 5th 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 28th May meeting alongside the results of the 2024 survey edition published on the 12th April, 2024.
- 2.12** 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.
- 2.13** 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.
- 2.14** 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.
- 2.15** 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.
- 2.16** 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 21st 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 Committee Chairs and Vice-Chairs Group on the 28th May.

- 2.17 Scrutiny Members may also wish to take part in further questioning skills training to be arranged.
- 2.18 In response to the 2019/20 Scrutiny Impact Member Survey, published in February 2020, the Scrutiny Committee Chairs and Vice-Chairs Group on 3rd 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.
- 2.19 Published versions of the Forward Work Programme can also be found on the Council's website via the following link:
https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/scrutiny/scrutiny_committees.aspx.

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

- 3.1 The Scrutiny Committees have a responsibility to report annually to the Council their future Work Programmes in the form of a 'Scrutiny Annual Report'. The 2022-23 Annual Report was presented to Full Council and subsequently noted at its 25th September, 2023 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](#)

[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

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

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.			<p>Added to work programme schedule.</p> <p>At the meeting on 15th January, 2020 Committee recommended that this recommendation be shown as ongoing. (Min No 591 refers)</p> <p>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.</p> <p>A report was submitted on this matter to Cabinet on 22nd March, 2021. (Min No C533 refers)</p> <p>This was referred to the Committee for their consideration on 14th April, 2021. The comments and recommendations made by the Committee will be referred back to Cabinet. (Min No 548 refers)</p> <p>Cabinet, at its meeting on 12th May 2021 resolved [1] That the Cabinet report comprehensively addressed the level of search to further investigate other alternatives to the land currently used at the Gypsy and Traveller site at Hayes Road, Sully that had taken place to date.</p>	Ongoing

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
			<p>[2] That the proposed feasibility work would undertake the exploration of alternative emergency access at the current Gypsy and Traveller site.</p> <p>[3] That the comments from the Homes and Safe Communities Scrutiny Committee be noted. (Min. No. C564 refers)</p> <p>At the meeting held on 13th October 2021, Committee were informed that Officers within Planning and Property Services continued to try and source alternative land / sites with the related work on options, feasibility or appraisals having been delayed due to housing pressures resulting from the pandemic, but work would be progressing on this in the future. The Council was also required to undertake a new Gypsy / Traveller Assessment for the WG by February 2022, this survey to be undertaken by consultants in conjunction with the relevant internal steering group and stakeholders (such as the Police, Gypsy and Traveller Community and Education services) as well as with Elected Members (to be consulted individually and collectively).</p> <p>To be kept as 'ongoing' until further reporting and resolution of this matter is brought to the Committee's attention.</p> <p>At the meeting held on 15th June 2022, the Head of Housing and Building Services updated the Committee on the recommendations concerning the report identifying an appropriate housing solution for the Traveller community. He explained that these were still ongoing, and a new, draft, Gypsy / Traveller Assessment had been commissioned and shared with Welsh Government as well as going through officer consideration. Officers continued to seek</p>	

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
			<p>alternative sites which would now be informed through the review of the Local Development Plan as well. A finalised version of the report / assessment would come back to the Committee to consider in due course. (Min. No. 67 refers)</p> <p>At its meeting on 5th October 2022, Committee was advised that work on finding alternative sites was still ongoing, with the Gypsy and Traveller Accommodation Assessment to come forward over the next few months. (Min No. 303 refers)</p> <p>Cabinet, at its meeting on 19th January, 2023, resolved [2] That the report and the Gypsy Traveller Accommodation Assessment be referred to the Homes and Safe Communities Scrutiny Committee for consideration and agrees to submit the Gypsy and Traveller Accommodation Assessment, 2022 to Welsh Government. (Min No C199 refers)</p> <p>Subsequently, at its meeting on 8th February, 2023, Committee recommended that the report and the Gypsy Traveller Accommodation Assessment be noted and that the Gypsy and Traveller Accommodation Assessment be submitted to Welsh Government. (Min No. 692 refers)</p> <p>Following discussions with Housing and Building Service Officers on 15th August, 2023, they are currently awaiting a response from Welsh Government regarding the Gypsy and Traveller Accommodation Assessment that was submitted to</p>	

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
			<p>them by the Council. Further updates will be provided once the Welsh Government has responded.</p> <p>At the meeting on 6th December 2023, regarding the Chair’s query on the delivery of a potential Gypsy and Traveller site in line with the findings of the 2023 Gypsy and Traveller Accommodation Needs Assessment, although no new sites had come forward, new opportunities were being looked at and attempts were being made to have a greater dialogue with the community in question over potential sites via a mediator to help break down barriers. (Min No 613 refers)</p>	

Uncompleted Recommendations

2021-22

April – June 2021

SCRUTINY RECOMMENDATION 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 April 2021				
Min. No. 549 – Update on the DAARC Service (Domestic Abuse Assessment and Referral Co-ordinator) (DEH) – Recommended				
(3) That the DAARC service have greater engagement with support groups concerning domestic abuse.			<p>At the meeting held on 13th October 2021, Committee were informed that greater engagement with peer / support groups had been provisionally discussed with the Domestic and Sexual Abuse Co-ordinator and the Principal Community Safety Officer from the Community Safety Team and this was an area that the service would continue to support and develop. (Min. No. 467 refers)</p> <p>Due to the impact of Covid -19 this work was delayed due to the overriding priority of keeping victims safe and the difficulties in meeting with victims. Officers have met with the Chief Executive of Atal y Fro (domestic abuse provider of services in the Vale) to discuss the priority and it has been agreed that the scoping work will take place in the Autumn of 2022.</p> <p>At the meeting held on 15th June 2022, Committee were informed that the recommendation for the Update on the DAARC Service (Domestic Abuse Assessment and Referral Co-ordinator) was ongoing due to the impact of Covid-19, whereby this work was delayed due to the overriding priority of keeping victims safe and the difficulties in meeting with victims. Officers had met with the Chief Executive of Atal y Fro (the domestic abuse provider of services in the Vale) to discuss the priority and it has been agreed that the scoping work will take place in the Autumn of 2022. (Min. No. 67 refers)</p>	Ongoing

Uncompleted Recommendations

2021-22

April – June 2021

SCRUTINY RECOMMENDATION 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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			<p>Following the meeting of the Committee on 10th January 2024, and in relation to the decision tracking and forward work programme report, a further update was forwarded to Committee Members, as follows:</p> <p>“The VAWDASV manager for the Local Authority continues to work with all statutory and third sector partners within the VAWDASV sector. Statutory agencies and third sector engage with victims of domestic and sexual violence with the victims consents. Currently there are twice weekly and fortnightly multi agency meetings which are held to discuss high risk victims of domestic abuse to ensure safety planning is reviewed and actions updated. The victims views are reflected and taken into consideration whilst actions are discussed these are then fed back to the victim. The Domestic Abuse, Assessment and Referral Co-ordinator (DAARC) continues to make contact with all standard and medium victims of domestic abuse (where consent has been given) individuals and their family will then signposted depending on their requests and situation.</p> <p>The VAWDASV manager attends various meetings with Welsh Government, The Home Office, The Police and Crime Commissioners Office and Police. The priority at present is working and contributing to the 6 Blueprint workstreams, the focus being engagement with victims, perpetrator programmes and working with children. We also work closely with VALEDAS to ensure victims are supported, during these meetings there will often be new initiatives and campaigns to ensure victims on domestic abuse are aware of services that will support them.</p> <p>Joint visits are often conducted between housing,</p>	
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Uncompleted Recommendations

2021-22

April – June 2021

SCRUTINY RECOMMENDATION 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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			VALEDAS, health and police when this is deemed necessary. The Council's Community safety department often arranges events that aim to engage the public, training sessions and information is shared via the Community Safety Monthly highlight report."	
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Uncompleted Recommendations

3rd Quarter 2023-24

SCRUTINY RECOMMENDATION 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 October 2023				
Min. No. 427 – Youth Offending Service: End of Year Performance Report (DSS) – Recommended	Homes & Safe Communities			
(2) That Members of the Homes and Safe Communities Scrutiny Committee be invited to the proposed open day for the Youth Justice and Early Support Service.			Committee Members have been informed that the proposed open day is currently set for the 2 nd July 2024, from 3.30pm – 6pm and further information would be provided nearer to the time.	Completed
(3) That for future reporting, case studies be included concerning the interventions and work undertaken by the Youth Justice and Early Support Service.			Case studies concerning the interventions and work undertaken by the Youth Justice Team have subsequently been included in the Youth Justice and Early Support Service (YJESS): Mid-Year Performance Report at the Committee meeting on 10 th April 2024.	Completed
06 December 2023				
Min. No. 614 – Consultation – White Paper Ending Homelessness in Wales (DEH) – Recommended	Homes & Safe Communities			
That the following comments of the Homes and Safe Communities Scrutiny Committee be included in the Council's response to the consultation: <ul style="list-style-type: none"> While the aspirations of the proposals in the White Paper were admirable, there were clear concerns on how the Vale of Glamorgan Council would be able to resource and manage these. The potential challenges and difficulties in pursuing the proposal of always providing supported housing for under-25s under the Council's current resources and access to appropriate accommodation, which would also require significant investment. There was a potential conflict in the White Paper concerning proposals around Personal Housing Plans (PHPs) and individuals' housing options and choices. 			The comments from the Committee would be included in the consultation and as part of the Council's response to the White Paper. It was intended for a separate report with the draft consultation response from the Council be sent to Cabinet for consideration. Cabinet, at its meeting on 7 th March, 2024, resolved THAT the draft consultation response in relation to proposed changes brought forward by the Welsh Government be approved and authority be granted to the Head of Housing and Building Services to submit the finalised response. (Min No C274 refers)	Completed

Uncompleted Recommendations

3rd Quarter 2023-24

SCRUTINY RECOMMENDATION 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
<ul style="list-style-type: none"> Regarding the statutory duty placed on Local Authorities to draw up a PHP setting out steps to be taken to secure accommodation along with a duty to review PHPs every 8 weeks or more when there were changes of circumstances, it was felt that this could place undue pressure on Council staff in the Housing Solutions Team due to current homelessness numbers. It was suggested that the duty to review should start at a higher time span, i.e. 12 weeks and then work towards an 8-week review. It was felt that persons with certain disabilities and care needs would be adversely affected by the proposed abolition of the priority need and intentionality test, as this would unduly impact their specific needs and affect their ability to be near local support networks, as well as the proposals ignoring the extra barriers such persons faced. It was important that the Welsh Government had a baseline understanding of the current situation and pressures faced by the Vale of Glamorgan Council and other Welsh Local Authorities around housing and homelessness, as well as the need to define the related timescales to implement the White Paper proposals. To stress to Welsh Government that although these proposals were aspirational, should they become legislation, these would place additional statutory duties and pressures on the Council and its resources, although some measures were already being undertaken by the Council. That the Council's response to the consultation on the White Paper be shared with the Committee, and that it receives any subsequent updates. 				

Uncompleted Recommendations

3rd Quarter 2023-24

Appendix C
Oct – Dec 2023

SCRUTINY RECOMMENDATION 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

Uncompleted Recommendations

4th Quarter 2023-24

Jan - Mar 2024

SCRUTINY RECOMMENDATION 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 January 2024				
Min. No. 670 – Draft Vale of Glamorgan Council Annual Delivery Plan 2024-25 (REF) – Recommended	Homes & Safe Communities			
That the following comments be shared with the Director of Corporate Resources to inform revisions to the Annual Delivery Plan, prior to Cabinet considering a final draft in due course: <ul style="list-style-type: none"> For Objective 3, “To support people at home and in their community” more details and emphasis be given on what the Vale of Glamorgan Council would do to improve and develop assistance and support to older members of the community in helping them maintain their self-respect and dignity as well as to enable them to live in their homes for longer, in order to address the challenges around an increasingly aging population. If the consultation period could be extended to the end of January 2024 in order to allow wider and further consultation with local communities and other stakeholders such as trade unions, etc. 			The comments made by the Committee were addressed, in detail, in the subsequent report produced for Corporate Performance and Resources Scrutiny Committee on 21 st February, 2024 and for Cabinet, which went to its meeting on 22 nd February 2024 (under the Draft Vale of Glamorgan Council Annual Delivery Plan 2024-25). Cabinet, at its meeting on 22 nd February 2024, were advised that the report had also been considered at Corporate Performance and Resources Scrutiny Committee on 21 st February, 2024 where there was in-depth discussion, but no formal recommendations made to forward to Cabinet for consideration, however Committee had noted the positive changes made following the consultation. This was subsequently endorsed by Cabinet and referred to Full Council. (Min No. C248 refers).	Completed
Min. No. 671 – Final Housing Revenue Account (HRA) Budget Proposals 2024/25, Rent Setting 2024/2025 and Housing Revenue Account Business Plan 2024/25 (DEH) – Recommended	Homes & Safe Communities			
(1) That Cabinet be recommended to approve the final Housing Revenue Account budget proposals for 2024/25.			} Cabinet, at its meeting on 11 th January, 2024 was advised that the matter had been discussed at the Homes and Safe Communities Scrutiny Committee meeting that took place on 10 th January, 2024 where there had been an in depth discussion but not adequate time to produce a written reference, however Cabinet Members had been present at the meeting where Committee recommended to Cabinet that the Housing Revenue Account Business Plan	Completed
(2) That Cabinet be recommended to approve an average rent increase of 6.7%, as set out in paragraph 2.25 of the report.				
(3) That Cabinet be recommended to approve the increase suggested for other services as set out in paragraphs 2.28-2.35 of the report.				

Uncompleted Recommendations

4th Quarter 2023-24

SCRUTINY RECOMMENDATION 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
(4) That Cabinet be recommended to approve all changes to rents and that service charges be implemented from 1 st April, 2024, with the first week of April being a non-chargeable rent week and that increase notices be sent to tenants two months in advance of the new charges coming into effect as required by the Renting Homes (Wales) Act.			2024/25 (draft) attached at Appendix 1 to the report be approved. Scrutiny Committee had discussed how the HRA budget was managed. The Leader clarified that the HRA was not run for profit and the Council wanted to be ambitious and sought to build more Council houses for the benefit of residents of the Vale of Glamorgan, upgrade existing stock so residents lived in efficient and well maintained properties and were as environmentally sustainable and low energy as possible. (Min. No. C196 refers)	
(5) That Cabinet be recommended to approve the Housing Revenue Account Business Plan 2023/53 (draft) attached at Appendix 1 to the report.				
Min. No. 672 – 3rd Quarter Scrutiny Recommendation Tracking 2023/24 and Updated Committee Forward Work Programme Schedule 2023/24 (DCR) – Recommended	Homes & Safe Communities			
(2) That the updated Forward Work Programme Schedule for 2023/24 attached at Appendix E to the report be approved and uploaded to the Council's website, subject to the following amendments being made: <ul style="list-style-type: none"> For January 2024, the rent setting report entry be renamed to the “Final Housing Revenue Account (HRA) Budget Proposals 2024/25, Rent Setting 2024/2025 and Housing Revenue Account Business Plan 2024/25” and to add the urgent item concerning the Safer Vale Partnership Strategy 2023-2028 to the Work Programme for January 2024. For February 2024, the Revenue and Capital Monitoring reports for Quarter 3 would need to move to March’s meeting instead. 			Updated Forward Work Programme Schedule uploaded to the Council's website.	Completed
Min. No. 674 – Call-In: Safer Vale Partnership Strategy 2023-28 – Recommended	Homes & Safe Communities			
(2) That the relevant Vale of Glamorgan Council Officers meet with the Chair and Vice-Chair of this Committee in order to discuss a mechanism for the regular reporting, oversight and scrutiny of the Strategy			This is currently being looked at by officers in Housing Services and Community Safety.	

Uncompleted Recommendations

4th Quarter 2023-24

SCRUTINY RECOMMENDATION 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
going forward as well as further updates on the governance, engagement and communication around this to the Committee.				
07 February 2024				
Min. No. 796 – Homelessness – Rapid Rehousing Plan Update (DEH) – Recommended	Homes & Safe Communities			
(3) That the following comment be referred to Cabinet for their consideration: <ul style="list-style-type: none"> The importance of the Vale of Glamorgan Council to lend its voice to help amplify calls and lobbying of the U.K. Government in order to increase the Local Housing Allowance rate to ensure private rents are affordable. 			Cabinet, at its meeting on 21 st March, 2024 resolved that the Committee be thanked for their comments and the reference from Homes and Safe Communities Scrutiny Committee on 7th February, be noted. (Min No C283 refers)	Completed
(4) That the Committee be provided with updates on the conversion of existing Council and non-residential buildings to increase the supply of permanent and temporary accommodation, as well as a review of the Emphasis project and the work being undertaken with Llamau in this area.			Added to the Scrutiny Committee’s Forward Work Programme.	Completed
04 March 2024				
Min. No. 865 – 2024 Update to the Housing Support Grant Delivery Plan 2022-2025 (DEH) – Recommended	Homes & Safe Communities			
That the 2024 update to the Housing Support Grant Delivery Plan 2022-2025 be noted at this time, subject to a further update and revised report being provided following the change in circumstances due to the recent additional funding given by Welsh Government.			Added to the Scrutiny Committee’s Forward Work Programme.	Completed

Uncompleted Recommendations

4th Quarter 2023-24

Appendix D
Jan - Mar 2024

SCRUTINY RECOMMENDATION 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



VALE of GLAMORGAN COUNCIL CABINET OFFICE

Cabinet Annual Strategic Forward Work Programme

May 2024 – April 2025



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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

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
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

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
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)	

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
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"> - Environment and Housing - Corporate Resources - Learning and Skills - Place - Social Services. 	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.

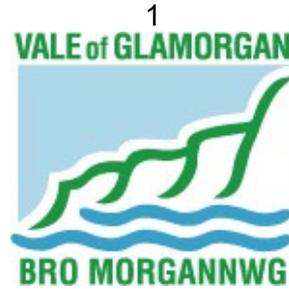
Forward Work Programme: March 2025

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

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		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



Vale of Glamorgan Council

Homes and Safe Communities 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
May 2024	4th Quarter Scrutiny Recommendation Tracking 2023/24 and Proposed Annual Forward Work Programme Schedule 2024/25.	Last report in January 2024 .	To report progress on 2023/24 Scrutiny recommendations and to confirm the Committee's proposed Annual Forward Work Programme for 2024/25..	To maintain effective tracking of the Committee's recommendations and Work Programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
May 2024	2024 Update to the Housing Support Grant Delivery Plan 2022-2025.	Last report in March 2024 .	To inform the Scrutiny Committee of the updated Housing Support Grant Delivery plan and HSG spend plan 2024-2025.	To ensure that the HSG Spend Plan 2024-2025 is submitted to Welsh Government by the deadline in accordance with the Housing Support Grant (HSG) conditions.	Hedd Wyn John, Supporting People Coordinator hijohn@valeofglamorgan.gov.uk	
May 2024	Local Housing Market Assessment (LHMA) 2023		For Committee to review the 2023 Local Housing	For Committee to consider the latest iteration of the LHMA.	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
			Market Assessment.			
May 2024	Council Housing Development Update.	New Presentation.	To update Members on the progress of this programme.	For Members to scrutinise the progress being made in this area.	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk Andrew Freeguard. Operational Manager - Housing Development. afreeguard@valeofglamorgan.gov.uk	
June 2024	Shared Regulatory Services Business Plan.	Last report in June 2023	To provide the opportunity for pre decision scrutiny of the Shared Regulatory Services Business Plan.	That the Scrutiny Committee notes the content of this report and consider the content of the draft SRS Business Plan.	Helen Picton Shared Regulatory Services hpicton@valeofglamorgan.gov.uk	
June 2024	Annual Performance Calendar.	Last report in June 2023	To present the Vale of Glamorgan Annual Performance Calendar, which outlines the key plans/reports that will be subject to	To ensure all Scrutiny Committees and the Governance and Audit Committee (Section 114 of the Local Government &	Julia Archampong Corporate Performance Manager 01446 709318 jarchampong@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			consideration by members throughout the year.	Elections (Wales) Act 2021) have oversight of the Annual Performance Calendar and their views inform the Council's approach		
July 2024	Closure of Accounts.	Last report in July 2023	The accounts are complete, and this report is to inform Scrutiny of the provisional financial position of the Council for the previous financial year.	To inform Committee of the outturn, the financial measures taken and proposed, as well as the allocation of the surplus to support the delivery of schemes supporting key priorities identified by the Council.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
July 2024	Capital Closure of Accounts.	Last report in July 2023.	The accounts are complete, and this report is to	Members aware of the provisional financial position	Laura Davis Finance Support Manager 01446 704639	-

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
			inform Scrutiny of the provisional financial position of the Council's Capital Programme for the previous financial year.	and actions that have been taken.	LLDavis@valeofglamorgan.gov.uk	
July 2024	Corporate Safeguarding Annual Report	Cabinet Forward Work Programme Item.	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 corporate working and be assured of effective safeguarding taking place.	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@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
July 2024	1 st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule.	Last municipal year 4 th Quarter received in May 2024.	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.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
July 2024	Work to Tackle Poverty and the Current Cost of Living Crisis.	Cabinet Forward Work Programme Item.	To update on work undertaken to tackle poverty and the current cost of living crisis.	For the consideration of the Scrutiny Committee and Cabinet.	Andreas Pieris-Plumley Policy Officer Corporate Strategy and Insight apieris-plumley@valeofglamorgan.gov.uk	The Corporate Performance and Resources Committee endorsed the recommendation that Homes and Safe Communities Scrutiny Committee receive future reports on this area (at their meeting on 24 th April 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
July 2024	Annual Delivery Plan Monitoring Report: Quarter 4/ End of Year Performance.	Cabinet Forward Work Programme Item. Quarter 3 received in March 2024 .	To present the Council's performance against the Annual Delivery Plan for Q4/End of Year.	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan and meet its performance requirements as outlined in the Local Government & Elections (Wales) Act 2021 and reflecting the requirement of the Wellbeing of Future Generations (Wales) Act 2015.	Miles Punter Director of Environment & Housing mepunter@valeofglamorgan.gov.uk	
AUGUST RECESS – NO MEETINGS						
September 2024	Draft Vale of Glamorgan Annual Self	Reference from Cabinet.	Seeking members views on the Draft Vale of Glamorgan	To ensure all Scrutiny Committees and the Governance	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
	Assessment Report.		Annual Self-Assessment Report as part of the consultation.	and Audit Committee (as per section 114 of the Local Government & Elections (Wales) Act 2021) had oversight of the Draft Vale of Glamorgan Annual Self-Assessment report and their views informed the Council's approach to meeting the new performance requirements.		
September 2024	Annual Delivery Plan Monitoring Report: Quarter 1 Performance.	Cabinet Forward Work Programme Item. Last report received for Quarter 4 in July 2024.	To present quarter 1 performance results.	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes.	Miles Punter Director of Environment & Housing mepunter@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
September 2024	Revenue Monitoring – Q1.	Cabinet Forward Work Programme Item.	To advise Committee of the Quarter 1 Revenue Monitoring position.	That Members are aware of the projected revenue outturn for the period and the original budget for virement requests.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
September 2024	Annual Corporate Safeguarding Report.	Cabinet Forward Work Programme Item.	To update the Committee 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 corporate working and be assured of effective safeguarding taking place (including those areas in the Committee's	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
				remit).		
September 2024	Draft Corporate Plan 2025-2030.	Cabinet Forward Work Programme Item.	To review the draft Corporate Plan as part of its consultation.	To consult on the Plan.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
September 2024	Capital Monitoring – Q1.	Cabinet Forward Work Programme Item.	To advise Committee of the progress on the 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 Powers and changes to the Capital Programme.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
October 2024	Youth Justice and Early Support Service (YJESS): End of Year Performance Report	Last report in October 2023 .	To inform Scrutiny Committee about the End of Year Performance of the	To ensure Scrutiny are able to exercise oversight of the YJESS performance against	Kirsty Davies Youth Offending Service Manager kidavies@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
			Youth Justice and Early Support Service (YJESS).	UK/devolved/local indicators.		
October 2024	2nd Quarter Scrutiny Recommendation Tracking and Updated Committee Forward Work Programme Schedule.	Previous update in July 2024.	To report progress on the Scrutiny recommendations [July and September] and to confirm the Committee's work programme.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
October 2024	Refresh of Medium-Term Financial Plan (MTFP) 2025/26 to 2029/30. (Pre-settlement).	Cabinet Forward Work Programme Item.	To refresh spend and funding assumptions and update on the next steps for approving the Medium Term Financial Plan and setting the 2025/26 Budget in March 2025.	To ensure an open and transparent approach to financial management in line with the approved Financial Strategy final proposal on the budget.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
November 2024	Update on the Changes to The Welsh Housing Quality	Last report in April 2024 .	To provide a six monthly update on, and to consider the	In order for the Committee to be kept informed on the progress of	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	This report was requested by the Committee at its meeting in April

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	Standards 2023		implications and impacts of, undertaking this long-term piece of work on Council capacity, resources and on its tenants.	implementing the new Welsh Housing Quality Standards.		2024 (Min No. 983 refers).
November / December 2024	Revenue Monitoring – Q2.	Last report in September 2024	To advise Committee of the progress relating to revenue and capital expenditure for the period.	That Members are aware of the projected revenue outturn.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
November / December 2024	Capital Monitoring – Q2.	Last report in September 2024	To advise Committee of the progress relating to revenue and capital expenditure for the period.	That Members are aware of the projected revenue outturn.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
December 2024	Initial Housing Revenue Account (HRA) Budget Proposals 2025/26 and	Cabinet Forward Work Programme Item.	To gain Cabinet's approval for the initial budget proposals for 2025/26 relating to the Housing	To allow scrutiny of the HRA.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	

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	Revised Budget 2024/25.		Revenue Account so that the proposals may be submitted to Scrutiny Committee for consultation and to revise the 2024/25 budget.			
December 2024	Corporate Safeguarding Mid Term Report.	Cabinet Forward Work Programme Item.	To provide a summary on the activity that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council. To provide assurance around safeguarding activity taking place across the Council (mid-year report).	To ensure that there is a wide-reaching level of Member oversight regarding this important area and scrutiny of developments relevant to committee portfolios.	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	

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December 2024	Annual Delivery Plan Monitoring Report: Quarter 2.	Cabinet Forward Work Programme Item. Quarter 1 received in September 2024.	To present quarter 2 performance results in delivering the Annual Delivery Plan commitments as aligned to our 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.	Miles Punter Director of Environment & Housing mepunter@valeofglamorgan.gov.uk	
January 2025	Annual Delivery Plan Consultation Draft.	Reference from Cabinet.	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.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	
January 2025	3rd Quarter Scrutiny Recommendation	Previous update in October 2024	To report progress on the Scrutiny	To maintain effective tracking of the	Mark Thomas Democratic and Scrutiny Services Officer	

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	Tracking and Updated Work Programme Schedule.		recommendations [Oct, Nov & Dec]] and to confirm the Committee's work programme.	Committee's recommendations.	01446 709279 methomas@valeofglamorgan.gov.uk	
January 2025	Housing Support Grant Annual Delivery Plan.	Cabinet Forward Work Programme item.	To adopt the draft Housing Support Grant Delivery Plan and seek authorisation for its submission to Welsh Government.	To ensure that the Committee can scrutinise the Plan effectively.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
January 2025	Final Housing Revenue Account (HRA) Budget Proposals and Rent Setting.	Previous reference / report in January 2024.	To set the HRA budget for the financial year, set the rents and service charges for the forthcoming rent year.	To facilitate budget monitoring and to demonstrate a balanced budget with a drawdown from HRA reserves to bring the reserve back into balance with the Housing Business Plan. In order that new rent levels are set within the	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	

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				<p>specified Welsh Government (WG) guidelines and to meet the tenant notification deadline as required by statute.</p> <p>In order that charges are approved, new rent levels are set within the specified Welsh Government (WG) guidelines.</p>		
February 2025	Revenue Refresh MTFP [Initial Revenue Programme Budget Post-settlement Proposals].	Reference from Cabinet.	To submit for consultation the initial revenue budget proposals.	In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	

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February 2025	Capital Strategy [Initial Capital Programme Budget Post-settlement Proposals].	Reference from Cabinet.	To submit the Initial Capital Programme Proposals for the period for Scrutiny Committee consultation.	In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
February 2025	Revenue Monitoring – Q3.	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.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
February 2025	Capital Monitoring – Q3.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital	That Members are aware of the projected revenue outturn. The Capital Economic	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	

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			expenditure for the period.	Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.		
February 2025	Future updates on the work being undertaken as part of the Rapid Rehousing Plan.	New report	That the Committee be provided with updates on the conversion of existing Council and non-residential buildings to increase the supply of permanent and temporary accommodation, as well as other related areas. i.e. the Emphasis project.	For Committee to receive updates on the work being undertaken in these areas, as part of the Council's efforts to tackle homelessness and implement rapid rehousing.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Recommended by the Committee at its meeting on 7 th February 2024 (Min No. 796 refers).

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February 2025	Vale of Glamorgan Council – Proposed Fees and Charges for 2025/2026.	Cabinet Forward Work Programme	To propose changes in service charges for functions managed by the Council.	For Committee scrutiny of those areas in its remit.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
March 2025	Service Plans and Target Setting to deliver the Annual Delivery Plan.	Cabinet Forward Work Programme Item.	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	To ensure the views of all key stakeholders including Scrutiny Committees, inform the Council's draft Annual Delivery Plan.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	
March 2025	Annual Delivery Plan Monitoring Report: Quarter 3 Performance.	Cabinet Forward Work Programme Item. Quarter 2 Received December 2024.	To present quarter 3 performance results for the Corporate Plan Well-being Outcomes.	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes.	Miles Punter Director of Environment & Housing mepunter@valeofglamorgan.gov.uk	

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March 2025	Housing Revenue Account Business Plan.	Cabinet Forward Work Programme Item.	To obtain approval for the Plan	For Member comment and scrutiny.	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	
March 2025	Civil Protection Unit (CPU) Update	Previous update in March 2024 .	To update the Homes and Safe Communities Scrutiny Committee on the operational work plan for the Civil Protection Unit and other key areas its covers.	To ensure that Members of the Homes and Safe Communities Scrutiny Committee are aware of this work.	Debbie Spargo Principal Civil Protection Officer 029 20673044 DASpargo@valeofglamorgan.gov.uk	
March 2025	Youth Justice Plan	Previous update in March 2024	To inform Scrutiny Committee about the Youth Justice Plan.	To enable elected members to have effective oversight of the work of the Youth Justice and Early Support Service (YJESS), and understand what and how services are being delivered.	Kirsty Davies Youth Offending Service Manager kidavies@valeofglamorgan.gov.uk	
April 2025	Update/report on digital self-service	Previous presentation at	To update Members on the	For Member's awareness,	Tony Curliss	A wider digital update to be

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	for housing and repairs (part of Digital Strategy)	meeting held in April 2022 .	progress made in relation to the Council's digital self-service system. At this time, this will possibly relate to the Council's implementation of the housing and repair system only.	comment and scrutiny.	Operational Manager for Customer Relations 01446 729500 TCurliss@valeofglamorgan.gov.uk Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	provided in 2025. Slipped into 2024/2025 period accordingly.
April 2025	Update on the Changes to The Welsh Housing Quality Standards 2023	Last report in November 2024.	To provide a six monthly update on, and to consider the implications and impacts of, undertaking this long-term piece of work on Council capacity, resources and on its tenants.	In order for the Committee to be kept informed on the progress of implementing the new Welsh Housing Quality Standards.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
April 2025	Youth Justice and Early Support Service (YJESS) Mid-year	Previous report in April 2024 .	To inform Scrutiny Committee about the Mid-Year	To ensure that elected Members are able to exercise oversight	Kirsty Davies Youth Offending Service Manager kidavies@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
	Performance Report.		performance of the Youth Justice and Early Support Service (YJESS).	of the YJESS and its performance against designed indicators (UK, devolved and local).		

Other reports / presentations / visits to be added into schedule as and when available

Report	Responsible Officer and Contact Details	Commentary
Visit to the new CCTV Control Room / annual CCTV update.	Deborah Gibbs Principal Community Safety Officer 01446 450200 DGibbs@valeofglamorgan.gov.uk	Following the meeting of the Scrutiny Committee in April 2023, arrangements and invites to Committee and other Elected Members to visit the new CCTV Control Room have taken place, with further visits to be arranged in future.

		Further update to be provided to the Committee on the new CCTV system. Date to be confirmed.
Corporate Landlord Update	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	To update the Committee on this policy.
Damp and Condensation Policy and Procedure	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	Details to be confirmed.
Regional Domestic Abuse Strategy/Serious Violence Strategy	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	Details to be confirmed.
Housing Compliance Policy and Procedures	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	Details to be confirmed. To (possibly) be presented in conjunction with the Housing Business Plan.
Housing Development Strategy/update (inc. possibly regional partnership).	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	Possibly a Cabinet referral or standalone update to Scrutiny, including RSLs, etc. TBC.
Community Investment Strategy	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	This update is currently being drafted and collated.
Local Housing Market Assessment (LHMA)	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	For Committee consideration of the latest iteration of the LHMA.
Overview on work around resettlement and asylum ('County of Sanctuary').	TBC	TBC
Update on the Safer Vale Strategy.	Debbie Gibbs Principal Community Safety Officer dqibbs@valeofglamorgan.gov.uk	Biannual / annual update on performance against the actions from the Safer Vale Strategy.

Briefing on Warm Homes Wales Programme.	TBC	TBC
Report on the emerging risk of vaping for younger people (SRS).	TBC	TBC
Report on "Safe Space" areas at various locations accessible to young people within the Vale of Glamorgan (to explore options, etc as part of the 'Her Voice Wales' project).	TBC	TBC
Overview/update concerning 'Value in the Vale'.	TBC	TBC
Housing Acquisitions Policy - refresh	TBC	Possible report to go to Cabinet but also to H&SC for pre-Cabinet scrutiny. TBC.
Visit/invite to the proposed open day for the Youth Justice and Early Support Service (YJESS).	Kirsty Davies Youth Offending Service Manager kidavies@valeofglamorgan.gov.uk	Recommended by Committee, following the YJESS end of year performance report in October 2023. An open day for Committee has been subsequently arranged, provisionally, for early July (2024).
The conversion of existing Council and non-residential buildings to increase the supply of permanent and temporary accommodation	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	Recommended by Committee in February 2024. To be added to a monthly meeting agenda once ready.
Council Housing Development Update.	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk Andrew Freeguard. Operational Manager - Housing Development. afreeguard@valeofglamorgan.gov.uk	The update is currently scheduled for May 2024.
Rent Setting Policy	Mike Ingram Head of Housing and Building Services 01446 709516	The Council is waiting for the publication of a Wales Rents Policy by Welsh Government and will need to review its arrangements in

	MIIngram@valeofglamorgan.gov.uk	light of that prior to providing a report and recommendations.
Update - Tenant & Leaseholder Participation Strategy	Farida Aslam Senior Neighbourhood Manager 02920673095 faslam@valeofglamorgan.gov.uk	New report; previously report related to the Tenant & Leaseholder Participation Strategy 2021 – 2026 in January 2022.
Visit to Llamau	Hedd Wyn John, Supporting People Coordinator hjjohn@valeofglamorgan.gov.uk	Following on from the presentation made at the Committee meeting on 10 th April 2024, Llamau has extended an invitation to members of the Scrutiny Committee to see some of Llamau's Vale services. This is currently being organised.
Visits to Council housing developments, etc.	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	To be discussed and arranged as and when appropriate.

Proposed Task and Finish Group Topic:

Subject	Responsible Officer and Contact Details	Commentary
Private rented sector	To be decided	At the meeting of the Committee on the 14 th June 2023 regarding the Shared Regulatory Services Business Plan, it was recommended that the Committee had identified the private rental sector and how it could help to offer affordable, healthy, energy efficient

		<p>and secure properties across the Vale of Glamorgan, as part of supporting the Vale of Glamorgan Council to tackle the current housing crisis and discharge its statutory duties around housing, as an area that could be reviewed by the Committee in future and consideration be given to setting up a Task and Finish Working Group in order to achieve this. Several topics for Task and Finish work (including this one) have been taken to the 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. Currently this topic will follow those task and finish topics provided by Corporate Performance and Resources and Environment and Regeneration.</p>
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Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Youth Justice Plan	Kirsty Davies Youth Offending Service Manager kidavies@valeofglamorgan.gov.uk	Previously received in March 2024.
Youth Justice and Early Support Service (YJESS): End of Year Performance Report.	Kirsty Davies Youth Offending Service Manager kidavies@valeofglamorgan.gov.uk	Previously received in October 2023.

Initial Housing Revenue Account	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in November/December each year.
The Civil Protection Unit – Responsibilities and Work Plan [Presentation]	Debbie Spargo Principal Civil Protection Officer 029 20673044 DASpargo@valeofglamorgan.gov.uk	Update date varies.
Corporate Safeguarding Annual Report	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Usually in July each year.

Biannual Reports

Report	Responsible Officer and Contact Details	Commentary
Youth Justice and Early Support Service (YJESS) Mid-year Performance Report.	Kirsty Davies Youth Offending Service Manager kidavies@valeofglamorgan.gov.uk	Usually in March or April each year.
Corporate Safeguarding Mid Term Report	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Usually in December each year (Annual version in July).

Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
4 th Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually May each year. Reporting on Jan, Feb and Mar.
1st Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually July each year. Reporting on Apr, May and Jun.
2nd Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually October each year. Reporting on July and September.
3rd Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually January each year. Reporting on October, November and December.
Annual Delivery Plan Monitoring Report: Quarter 1 Performance Report.	Miles Punter Director of Environment & Housing mepunter@valeofglamorgan.gov.uk	Usually September each year. Reporting on April, May and June.
Annual Delivery Plan Monitoring Report: Quarter 2 Performance Report.	Miles Punter Director of Environment & Housing mepunter@valeofglamorgan.gov.uk	Usually December each year. Reporting on July and September.
Annual Delivery Plan Monitoring Report: Quarter 3 Performance Report.	Miles Punter Director of Environment & Housing mepunter@valeofglamorgan.gov.uk	Usually March each year. Reporting on October, November and December.
Annual Delivery Plan Monitoring Report: Quarter 4 Performance Report.	Miles Punter Director of Environment & Housing mepunter@valeofglamorgan.gov.uk	Usually July each year. Reporting on January, February and March, as well as end of year performance.
Revenue Monitoring Q1.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in September each year.

Capital Monitoring Q1.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in September each year.
Revenue Monitoring Q2.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in November / December each year.
Capital Monitoring Q2.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in November / December each year.
Revenue Monitoring Q3.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in February each year.
Capital Monitoring Q3.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in February each year.

Financial Reports

Report	Responsible Officer and Contact Details	Commentary
Revenue Outturn Closure of Accounts 20 ^{**} / ^{**} .	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in July each year.

Capital Outturn Closure of Accounts 20**/**.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in July each year.
Revenue Refresh MTFP - Initial Revenue Programme Budget Proposals. Pre-settlement.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in October / November each year.
Capital Strategy - Initial Capital Programme Budget Proposals. Pre-settlement.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in October / November each year.
Revenue Refresh MTFP - Initial Revenue Programme Budget Proposals. Post-settlement.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in February each year.
Capital Strategy - Initial Capital Programme Budget Proposals. Post-settlement.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in February each year.

Infrequent

- Cabinet References.
- 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.