

Meeting of:	Learning and Culture Scrutiny Committee
Date of Meeting:	Thursday, 14 January 2021
Relevant Scrutiny Committee:	Learning and Culture
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 Work Programme for 2020/21
Report Owner:	Rob Thomas, Managing Director
Responsible Officer:	Gareth Davies, Democratic and Scrutiny Services Officer, 01446 709856
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 2019-20 (Appendix C) - Updated Work Programme Schedule for 2020/21 (Appendix D). 	

Recommendations

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

Reasons for Recommendations

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

1. Background

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

2. Key Issues for Consideration

- 2.1 Appendices A to C attached to this report set out the recommendations of the Scrutiny Committee and Members are requested to review progress against each recommendation, to assess whether further action may be required, ensure the required action is undertaken and to confirm which recommendations are to be agreed as completed.
- 2.2 It is important that decision of Scrutiny Committees are tracked and monitored as failure to do so could result in a risk that recommended courses of action will not be followed and consequently lost. This would undermine the credibility of the scrutiny process.
- 2.3 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 D, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.
- 2.5 The 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 D) by identifying:
- The specific areas of interest for the Committee;
 - How to engage stakeholders (including Ward Members and the public);
 - The most appropriate forms of scrutiny for each (e.g. 'task and finish', expert witnesses, site visits, joint approaches to scrutiny etc.);
 - The issues where scrutiny can have the most impact and value to be gained from consideration.
- 2.7** 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.

Uncompleted Recommendations

3rd Quarter 2020/21

Oct - Dec 2020

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

15 October 2020

Min. No. 131 – Proposal to Establish a New Centre for Learning and Wellbeing and a Specialist Resource Base at Gladstone Primary School which would be Managed By Ysgol Y Deri from September 2021 (DLS) – Recommended

Learning
&
Culture

(2) That the Committee endorse the proposal and their feedback be considered by Cabinet as part of the consultation report which would be developed following the completion of the consultation exercise.

Cabinet, at its meeting on 16th November, 2020, noted the feedback from the Scrutiny Committee.
(Min No C377 refers)

Completed

12 November 2020

Min. No. 186 – Youth Service Update (DLS) – Recommended

Learning &
Culture

(2) That Committee receive a further progress update report in 12 months about on-going delivery, alongside awareness of grants and European funding and the risks this poses.

Added to work programme schedule.

Completed

Min. No. 188 – Proposal to Establish a Specialist Resource Base at Whitmore High School from September 2021 (DLS) – Recommended

Learning &
Culture

(2) That Committee endorse the proposal and their feedback be considered by Cabinet as part of the consultation report which will be developed following the completion of the consultation exercise.

Minutes of the 12th November Scrutiny Committee meeting were appended to a Consultation Response report considered by Cabinet on 21st December, 2020.
(Min No C429 refers)

Completed

Uncompleted Recommendations

2nd Quarter 2020/21

SCRUTINY DECISION TRACKING FORM LEARNING AND CULTURE 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

17 September 2020				
Min. No. 38 – Annual Delivery Plan Monitoring Report: Quarter 1 Performance 2020/21 (DLS) – Recommended	Learning and Culture			
(1) That the Committee's thanks and appreciation be passed on to staff in the Directorate and all Vale schools for their hard work and commitment during the Covid pandemic.			Thanks disseminated via email to all Headteachers.	Completed
Min. No. 40 – Updated Work Programme Schedule 2020/21 (MD) – Recommended	Learning and Culture			
That the Committee's Work Programme be amended with the additional two reports for the October meeting and the revised version uploaded to the Council's website. [* Establishment of a new primary school in Cowbridge * Establishment of a Learning and Wellbeing Centre at the Court Road Depot site and a Resource Base at Gladstone Primary School]			The Committee's Work Programme was updated and the revised version uploaded to the Council's website.	Completed

Uncompleted Recommendations

2019-20

Apr 2019 - Mar 2020

SCRUTINY DECISION TRACKING FORM LEARNING AND CULTURE 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

19 September 2019**Min. No. 307 – 1st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2019/20 (MD) – Recommended**

Learning and Culture

(3) That a Sub-Group be formed to undertake a review into the affordability of education.

Prior to the Covid-19 pandemic, the Group met on two occasions. At its first meeting the Group agreed its Scope and Plan of Action. The second meeting was a visit to Pencoedtre High School to speak to some pupils and to gather their thoughts and views. The work of the Group has been put on hold due to the ongoing pandemic, but it is hoped to resume in the New Year.

Ongoing

16 January 2020**Min. No. 596 – Request for Consideration – Museum Provision in the Vale of Glamorgan (Councillor Dr. I.J. Johnson) – Recommended**

Learning & Culture

(1) That Cabinet agree for officers to scope opportunities to work with historic societies and community groups around the establishment of local exhibitions on a small scale and for the outcome of this to be reported back to the Scrutiny Committee.

(2) That Cabinet receives a report on museum provision in order for it to consider what the Council can do and to outline the Council's strategy.

(3) That Cabinet agree that the budget for the Arts and Culture is either held at the current level or increased in order to retain development.

(4) That Cabinet approves officers to look at possibilities of displaying artefacts in Vale of Glamorgan Council spaces such as libraries or community facilities in partnership with historical societies and community groups in order to share costs.

Cabinet, at its meeting on 10th February, 2020, resolved:

[1] That the contents of the report, the amount of work currently ongoing in this area, the current consultation process concerning the Arts Strategy and current budgetary considerations be noted and be referred to Full Council on 26th February, 2020.

[2] That with regards to the Scrutiny Committee's Recommendation (2) above, the matter be referred to the Scrutiny Chairmen and Vice-Chairmen Group in order to consider establishing a Task and Finish Group for the matter.
(Min. No. C221 refers)

Completed

The Scrutiny Committee Chairmen and Vice-Chairmen Group, at its meeting on 11th March,

Uncompleted Recommendations

2019-20

Apr 2019 - Mar 2020

SCRUTINY DECISION TRACKING FORM LEARNING AND CULTURE 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
			2020 approved the Task and Finish Topics as set out on the basis that only one Task and Finish Group be established for each of the five Scrutiny Committees at any one time due to limited staff resources: (Min (f) refers) To be considered as programme work for 2021/22. Added to the work programme schedule.	
(5) That the Scrutiny Committee receive a presentation from the Chairman of the Sense of Place Board regarding cultural heritage.			Added to the work programme schedule.	Completed
Min. No. 598 – Youth Engagement and Progression Update (DLS) – Recommended	Learning & Culture			
(2) That the Learning and Culture Scrutiny Committee receives a further progress update report in 12 months' time.			Added to the work programme schedule.	Completed
13 February 2020				
Min. No. 684 – Reshaping Services – Review of the Delivery of the Arts Service and Art Central (REF) – Recommended	Learning & Culture			
That the Learning and Culture Scrutiny Committee supports the future use of Art Central and urges for an approach to develop and enhance the facility to deliver a multi-use art space.			The Scrutiny minutes and the recommendation will be captured in a Cabinet report that will advise Cabinet on the outcomes of the Consultation.	Ongoing
Min. No. 686 – Summary of School Inspection Reports for Autumn Term 2019 (DLS) – Recommended	Learning & Culture			
(2) That a letter of congratulations be sent to Cogan Nursery School and Barry Island Primary School.			Letters of congratulation sent to schools on 27 th February 2020.	Completed

Uncompleted Recommendations

2019-20

SCRUTINY DECISION TRACKING FORM LEARNING AND CULTURE SCRUTINY COMMITTEE

Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
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Min. No. 688 – Draft Vale of Glamorgan Council Strategic Equality Plan 2020-2024 (MD) – Recommended	Learning & Culture			
(1) That the draft Plan attached at Appendix A to the report be endorsed subject to the amendment to Strategic Equality Objective Six which should now read as follows: “Develop and implement plans throughout the life of this plan to improve the progress made by all children and young people and provide support to overcome barriers to them reaching their full potential.”			Referred to Cabinet meeting on 9 th March, 2020, which noted the Committee’s recommendations and resolved that the Strategic Equality Plan (Appendix A to the report) be approved for publication and implementation from 1 st April, 2020. (Min. Nos. C256 and C262 refer)	Completed
(2) That the draft Plan and the amendment to Strategic Equality Objective Six be referred to Cabinet for final approval for publication and implementation from 1 st April, 2020.				Completed



Vale of Glamorgan Council
Learning and Culture Scrutiny Committee

Forward Work Programme

May 2020 – 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
17 th September 2020	Working Towards Recovery – September 2020	Original presentation.	To update Members on the Council's approach from Response to Recovery at the first meeting of the Committee since	Members are informed of the Council's approach from Response to Recovery in light of the National Pandemic.	Tom Bowring, Head of Policy & Business Transformation 01446 709766 TBowring@valeofglamorgan.gov.uk Paula Ham, Director of Learning and Skills. 01446 709 161 pham@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
	Annual Delivery Plan Monitoring Report: Quarter 1 Performance 2020/21.	First report of its kind. ADP Approved under Emergency Powers during the Covid-19 pandemic; Tranche 4: EP COVID-19 50.	the national lockdown. To present performance results for the period 1 st April 2020 to 30 th June 2020.	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 well-being goals for Wales. To ensure the Council implements its regulatory recommendations and improvement proposals and responds appropriately to the recommendations and proposals for improvement identified through the Wales Audit Office's programme of	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk Paula Ham, Director of Learning and Skills. 01446 709 161 pham@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
				local and national Local Government Studies.		
	Revenue and Capital Monitoring for the Period 1st April to 31st July 2020	Cabinet Forward Work Programme Item.	To advise Scrutiny Committee of the Progress relating to revenue and capital expenditure for the period 1 st April to 31 st July 2020.	Members are aware of the projected revenue outturn for 2020/21.	Gemma Jones, Principal Accountant. 01446 709 152 GHjones@valeofglamorgan.gov.uk	
	Scrutiny Forward Work Programme 2020/21.	Previous Report 3 rd Quarter 2019/20	To determine the Scrutiny Committee's forward work programme and priority review items for 2020/21.	To agree the Committee's forward plan.	Gareth Davies, Democratic and Scrutiny Services Officer - 01446 709 249 gjdavies@valeofglamorgan.gov.uk	
15 th October 2020	Recovery Strategy – COVID 19	Cabinet Forward Work Programme Item.	To present the Recovery Strategy for consideration.	Members are informed of the Council's Recovery approach following the National Pandemic response phase.	Paula Ham, Director of Learning and Skills. 01446 709 161 pham@valeofglamorgan.gov.uk	
	Update of the Proposal to Increase the Number of Primary School	Reference from Cabinet 9th March 2020	Referred to the Learning and Culture Scrutiny Committee for consideration as part of the	That the feedback received be noted and a new consultation exercise be undertaken.	Paula Ham, Director of Learning and Skills. 01446 709 161 pham@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
	Places in Cowbridge to Meet the Increased Demand as a Result of Recent and Proposed Housing Developments		proposed consultation exercise			
	Proposal to Establish a new Centre for Learning and Wellbeing and a Specialist Resource Base at Gladstone Primary School which would be Managed by Ysgol y Deri from September 2021		Referred to the Learning and Culture Scrutiny Committee for consideration as part of the proposed consultation exercise	To receive feedback on proposals.	Paula Ham, Director of Learning and Skills. 01446 709 161 pham@valeofglamorgan.gov.uk	
12 th November 2020	Summary of School Inspections for Spring Term 2020	Regular report relating to inspections of schools.	To update Members on the outcomes of school inspections for the Summer	In order that Members are aware of Estyn judgements about local schools.	Carys Pritchard, Senior Challenge Advisor. Central South Consortium.	

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			Term 2020.			
10 th December 2020	Quarter 2 2020/21 Performance Report:	Cabinet Forward Work Programme Item.	To present Quarter 2 performance results for the period 1 st April 2020 to 30 th September 2021 for the Corporate Plan Well-being Outcome.'	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. 2. 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.	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
	Initial Revenue Programme Budget Proposals.	Cabinet Forward Work Programme Item.	To inform Scrutiny Committee of the amended revenue budget for 2020/21 and to submit for consultation the initial revenue budget proposals for 2021/22.	In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Gemma Jones, Principal Accountant. 01446 709 152 GHjones@valeofglamorgan.gov.uk	
	Initial Capital Programme Budget Proposals.	Cabinet Forward Work Programme Item.	To submit the Initial Capital Programme Proposals for 2021/22 to 2025/26.	In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Gemma Jones, Principal Accountant. 01446 709 152 GHjones@valeofglamorgan.gov.uk	
14 th January 2021	3 rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2020/21.	Previous report October 2020.	To report progress on the Scrutiny recommendations and to confirm the Committee's work programme for 2019/20.	To maintain effective tracking of the Committee's recommendations.	Gareth Davies, Democratic and Scrutiny Services Officer - 01446 709 249 gjdavies@valeofglamorgan.gov.uk	
	Youth Engagement and Progression	Previous report January 2020	To make Members aware of the progress made over the last six	To track performance.	Nisha Shukla, Engagement & Progression Coordinator	Slipped to March

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
			months of the Youth Engagement and Progression Framework and the current levels of young people Not in Education, Employment or Training (NEET)			
	School Admission Arrangements 2022-23 (Reference from Cabinet).	Cabinet Forward Work Programme Item.	To seek approval to consult on the Local Authority's school admission arrangements as required by the Welsh Governments School Admission Code issued in July 2013 which includes a revision to secondary school catchment areas.	To comply with Para 2.3 (page 6) of the School Admissions Code (Wales) July 2013.	Paula Ham, Director of Learning and Skills. 01446 709 161 pham@valeofglamorgan.gov.uk	
	Corporate Safeguarding Mid-Year Report. (Reference from Cabinet).	Cabinet Forward Work Programme Item.	To update Cabinet on the work that has been undertaken in relation to Corporate	To ensure that Committee is aware of recent developments in corporate arrangements for safeguarding. To allow Committee to	Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@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
			arrangements for Safeguarding across the Council. To provide assurance and understanding around safeguarding activity taking place across the Council.	exercise effective scrutiny of this key area of corporate working.		
	Revenue and Capital Monitoring for the Period 1 st April to 30 th November 2020	Cabinet Forward Work Programme Item.	To advise Scrutiny Committee of the Progress relating to revenue and capital expenditure for the period 1 st April to 30 th November 2020.	Members are aware of the projected revenue outturn for 2020/21.	Gemma Jones, Principal Accountant. 01446 709 152 GHjones@valeofglamorgan.gov.uk	
11 th February 2021	Impact of work in the Central South Consortium's business plan on the region and The Vale of Glamorgan Local Authority	Collaborative working	To inform Members of the impact of work in the Central South Consortium's business plan on the region and the Vale of Glamorgan	To allow Members to assess the impact of the work of the Central South Consortium	Carys Pritchard, Senior Challenge Advisor. Central South Consortium.	

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
	Summary of School Inspections for Autumn Term 2020	Regular report relating to inspections of schools.	To update Members on the outcomes of school inspections for the Autumn Term 2020.	In order that Members are aware of Estyn judgements about local schools.	Carys Pritchard, Senior Challenge Advisor. Central South Consortium.	
11 th March 2021	Vale of Glamorgan Annual Delivery Plan (Improvement Plan Part 1) 2021/22.	Cabinet Forward Work Programme Item.	To seek Members' endorsement of the draft Annual Delivery Plan (Improvement Plan Part 1) 2021/2022 prior to consideration by Council.	To ensure the views of all key stakeholders including Scrutiny Committees, inform the Council's draft Annual Delivery Plan (Improvement Plan Part 1), associated Service Plan activities and service improvement targets for 2021/2022. 2. To ensure that the Service Plans aligned to this Committee's remit are accurate, up to date and relevant and become the main document through which performance against the Corporate Plan's Annual Delivery Plan is monitored and measured	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
				<p>during 2020/2021. 3. To ensure the Council's Corporate Plan Performance Measurement Framework identifies a relevant set of performance measures and targets against which the Annual Delivery Plan can be monitored and measured during 2020/2021 in line with requirements of the Local Government (Wales) Measure 2009. 4. To ensure that in delivering the Annual Delivery Plan the Council takes into account the diverse needs of the local community.</p>		
	Council Annual Self-Assessment	Cabinet Forward Work Programme Item.	To present the Council's Annual Self-Assessment of performance for Cabinet's consideration in line	In order to inform Cabinet of the views of the Scrutiny Committee.	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
			with the requirements of the Local Government Measure and Wellbeing of Future Generations Act			
	Youth Engagement and Progression	Previous report January 2020	To make Members aware of the progress made over the last six months of the Youth Engagement and Progression Framework and the current levels of young people Not in Education, Employment or Training (NEET)	To track performance.	Nisha Shukla, Engagement & Progression Coordinator	
15 th April 2021	Revenue and Capital Monitoring 1 st April 2020 to 31 st January 2021.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 st April to 31 st January 2021.	The Capital Economic Regeneration Reserve is managed effectively. and budgets are matched to operational responsibilities.	Gemma Jones, Principal Accountant. 01446 709 152 GHjones@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
May 2021	4 th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2020/21.	Previous report January 2021.	To report progress on the Scrutiny recommendations and to confirm the Committee's work programme for 2020/21.	To maintain effective tracking of the Committee's recommendations.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	

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

Report/Presentations	Responsible Officer and Contact Details	Commentary
<ol style="list-style-type: none"> 1. Reports on attendance to be submitted to the Committee on a termly basis. (reports to be presented biannually – mid-term and end of year) (2 per year) To be reported <u>as and when available</u> 2. Examples of good practice in schools to be presented to Committee when available Also target schools with excellent Estyn judgements and presentations from schools on how the 		

<p>new curriculum is being developed and implemented.</p> <ol style="list-style-type: none"> 3. CYPs Commissioning Strategy and Action Plan six monthly updates. The Strategy is currently being reviewed and will be reported on a future agenda when available 4. Update reports with regard to any future innovations considered for the Library Service in the Vale of Glamorgan (14 Nov 16: Min No 526) 5. School Performance Reports (Foundation Phase, KS2-5) (12 Feb 18: Min No 691) 6. Additional Learning Needs Regional Implementation Plan update re progression (13 Nov 18: Min No 481) 7. Issues in relation to e-FSM and FSM on Key Stage 4 and use of the Pupil Deprivation Grant (11 Dec 18: Min No 579) 8. Report on school buildings in the primary sector (12 Feb 19 – Min. No. 739) 9. Presentation by Menter Bro Morgannwg 10. Welsh Standards Annual Monitoring Report 11. *CFWP – Reshaping Services Review 12. *CFWP – Catering Reshaping 13. Follow up work on the T&F Review into the Provision of Sanitary Products at Secondary Schools (20 Jun 19: Min No 71) 14. Report on maintenance and upgrades for all schools across the Vale (20 Jun 19: Min No 71) 15. Pastoral care available in schools (20 Jun 19: Min No 71) 16. Site visit to be arranged to the new Catering Service and to High Street Primary School (14 Nov 19: Min No 452) 17. Presentation from the Sense of Place Board regarding cultural heritage (16 Jan 20: Min No 596) 		
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18. 12 month Youth Service progress update report, including awareness of grants and European funding and risks (12 Nov 20: Min No 186)		
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Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Performance Monitoring Reports		
Vale of Glamorgan Annual Delivery Plan (Improvement Plan Part 1) 20**/**.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually March each year.
End of Year 20**/** Performance Report	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually in September each year.

Financial Reports

Financial Reports		
Closure of Accounts 20**/**.	Gemma Jones, Principal Accountant. 01446 709 152 GHjones@valeofglamorgan.gov.uk	Usually in July each year.
Initial Revenue Programme Budget Proposals.	Gemma Jones, Principal Accountant. 01446 709 152 GHjones@valeofglamorgan.gov.uk	Usually in December each year.
Initial Capital Programme Budget Proposals.	Gemma Jones, Principal Accountant. 01446 709 152 GHjones@valeofglamorgan.gov.uk	Usually in December each year.

Biannual Reports

Report	Responsible Officer and Contact Details	Commentary
Corporate Safeguarding Mid-Year Report.	Gemma Jones, Principal Accountant. 01446 709 152 GHjones@valeofglamorgan.gov.uk	Usually in January each year. Reference from Cabinet.
Children and Young People Services Annual Placement Review – Six Month Activity Update.	Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk	Usually in March each year.

Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
4 th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2020/21.	Gareth Davies, Democratic & Scrutiny Services Officer.	Usually May each year. Reporting on Jan, Feb and Mar.

	01446 709 249 gjdavies@valeofglamorgan.gov.uk	
1 st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2020/21.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually July each year. Reporting on Apr, May and Jun.
2 nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2020/21.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually October each year. Reporting on July and September.
3 rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2020/21.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually January each year. Reporting on October, November and December.
Quarter 1 2020/21 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually October each year. Reporting on April, May and June.
Quarter 2 2020/21 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually December each year. Reporting on July and September.
Quarter 3 2020/21 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually March each year. Reporting on October, November and December.

Infrequent

- Cabinet References.
- Revenue and Capital Monitoring Reports.
- Requests for Consideration.
- Cabinet Call-in.
- Updates from the Leisure Management Contract Members Working Group.

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

Suggested Task and Finish Review Exercises

Group	Scope / Focus	Chair / Responsible Officer	Commentary
Cost of Schooling	An examination of how affordable it is for parents to send children to school. To include the social/wellbeing impact of School Proms and consideration of the costs of school uniforms and extra school activities.	Chair: Cllr. G. Kemp Responsible Officers: Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk Catherine Lindsey, Assistant Democratic Services Officer. 01446 709144 celindsey@valeofglamorgan.gov.uk	Prior to the Covid-19 pandemic, the Group met on two occasions. At its first meeting the Group agreed its scope and plan of action. The second meeting was a visit to Pencoedtre High School to speak to some pupils and to gather their thoughts and views. The work of the Group has been put on hold due to the ongoing pandemic, but it is hoped to resume in the New Year.
Museum Provision in the Vale of Glamorgan	<i>TBC</i>	Chair: <i>TBC</i> Responsible Officers: Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk Catherine Lindsey, Assistant Democratic Services Officer. 01446 709144 celindsey@valeofglamorgan.gov.uk	