

Meeting of:	Live Well Scrutiny Committee
Date of Meeting:	Tuesday, 11 November 2025
Relevant Scrutiny Committee:	No Relevant Scrutiny Committee
Report Title:	Updated Forward Work Programme Schedule 2025/26.
Purpose of Report:	To agree the updated Annual Forward Work Programme Schedule for 2025/26.
Report Owner:	Director of Corporate Resources.
Responsible Officer:	Principal Democratic and Scrutiny Services Officer.
Elected Member and Officer Consultation:	Head of Democratic Services Live Well Scrutiny Committee Chair
Policy Framework:	This report is in accordance with the recommendations of the Audit Wales Democratic Renewal report and follows a review of the Council's scrutiny function.
<p>Executive Summary:</p> <ul style="list-style-type: none"> • An updated Forward Work Programme (FWP) Schedule for 2025/26 is attached at Appendix A, and Members of the Committee are asked to consider the contents for approval. • Updates since the Committee's approval of the FWP on 27th May 2025 are set out in Section 2 of the report. 	

Recommendations

1. T H A T the Committee considers and agrees its Forward Work Programme Schedule for 2025/26 (Appendix A).
2. T H A T a summary of the Decision Tracking Data relevant to the Live Well Scrutiny Committee be presented to the Committee as part of the biannual Forward Work Programme Monitoring Reports.

Reasons for Recommendations

1. To agree the items, topics, and delivery methods that the Live Well Scrutiny Committee will consider for the remainder of the 2025/26 Municipal year, and to update the Forward Work Programme published on the Council's website.
2. To provide a six-monthly update to Committee Members, on the data readily available, to maintain an understanding of the Committee's impact in supporting the Council's decision making processes.

1. Background

- 1.1 On [10th April 2025](#), Cabinet agreed proposals for new Scrutiny arrangements to take affect for the 2025/26 Municipal year, and which were aligned to the new objectives contained within the Council's new Corporate Plan – Vale 2030. A hyperlink to the Cabinet report can be found in the background papers section below.
- 1.2 The new arrangements were subsequently agreed by Council at its meeting held on [28th April 2025](#). Which included a new Committee structure resulting in four Directorate Scrutiny Committees. A hyperlink to the Cabinet report can be found in the background papers section below.
- 1.3 As well as the four Directorate Scrutiny Committees, the Council also has a broader Scrutiny Function which includes the following Committees:
 - Performance Joint Scrutiny. This is a joint forum bringing together all four Directorate Scrutiny Committees into a singular space to monitor the Council's performance and finances against its Corporate Plan.
 - Governance and Audit Committee. The purpose of this Committee is to maintain assurance in relation the Council's finances, policies, and procedures, making sure they are robust and fit for purpose. As well as keeping track of the Council's control environment and maintaining its risk register.These Committees also make recommendations to Cabinet for approval.
- 1.4 The Live Well Scrutiny Committee is one of the four Directorate Scrutiny Committees, and its remit covers two of the Council's Wellbeing Objectives: 1) Supporting and Protecting Those Who Need Us and 2) Creating Great Places to Live, Work and Visit. The Committee considers reports from the following Council Service Areas: Adult Services, Children and Young People's Services, Resource

Management and Safeguarding, Libraries, Arts, Culture, Leisure, Sports, Adult Community Learning, Community Safety, Homelessness, and Public Protection – Shared Regulatory Services and Equalities (external policy).

- 1.5** On [27th May 2025](#), Members of the Committee were presented with a newly structured FWP to align with the recently agreed Scrutiny arrangements to enable more effective scrutiny, the types of scrutiny to take place being:

Investigative (Task and Finish)	Committees can take deeper dives into topics using a range of methods based upon the Committee’s forward work programme and identified priorities.
Proposal (Committee Meetings)	Policies are in development and are seeking Scrutiny feedback and recommendations to help shape the Council’s future direction.
Briefings / For Information Reporting (Committee HUB)	Information only or update items which are for noting and where scrutiny can add limited value, but the Member call-in procedure is used as required.

- 1.6** At the 27th May 2025 Committee Meeting, the Committee recommended that the Live Well Scrutiny Committee Forward Work Programme Schedule for 2025/26 (Appendix A to that report) be agreed. To agree the items, topics, Task and Finish review investigations, co-opted membership, and delivery methods that the Live Well Scrutiny Committee would consider for the 2025/26 Municipal year.
- 1.7** The agreed FWP also set out that there would be six formal meetings of the Live Well Scrutiny Committee through-out the Municipal year, the dates of which were provided within the FWP, and that the Committee would consider the FWP biannually in May and November.
- 1.8** The Live Well Scrutiny Committee also hosts the Leisure Centre Working Group, which was re-established by the Committee on 12th September 2023, following a recommendation raised within the 2021 Leisure Services Audit Wales report that identified a need for Elected Members to be involved in the monitoring processes for the Council's Leisure Management Contract. The Group meet on an ad hoc basis by invitation from the Operational Manager for Neighbourhood Services, Healthy Living and Performance, and conduct site visits of the Vale of Glamorgan Leisure Centres and relevant services. The current membership of the Group was agreed at the 27th May 2025 Committee meeting as follows: Councillors A.M. Collins (Chair), B. Loveluck-Edwards (Vice-Chair), C.A. Cave, W.A. Hennessy. J. Lynch-Wilson and N.C. Thomas.

2. Key Issues for Consideration

Since the Committee's approval of the FWP on 27th May 2025:

- 2.1** The FWP document has been maintained by Democratic Services in consultation with Service Area Officers in preparation for Member consideration, and the latest version of the document (at the time of report publication) is attached at Appendix A to this report. Any subsequent updates will be presented to the Committee verbally by the Democratic and Scrutiny Services Officer present. The work programme is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.
- 2.2** The Committee has established a Task and Finish Working Group to explore equal opportunities and accessibility in the sports and leisure sector for underrepresented groups. The Group Members being Councillors Hennessy (Chair), N. Thomas (Vice), Collins, Hanks, Bruce, and Loveluck-Edwards. The Group has met on 4 occasions and is working towards presenting its findings at the 13th January 2026 Committee meeting.
- 2.3** The Committee has considered eight proposal service area reports; one of which was in response to a Request for Consideration submitted to the Committee by three Elected Members.
- 2.4** Committee and wider Elected Members have been provided with Briefings / For Information Reporting on four separate topics.
- 2.5** The Leisure Centre Working Group has met on one occasion, on 29th September 2025, to explore the new leisure facilities on offer at Barry Leisure Centre.
- 2.6** Tracking of the Committee's decisions and subsequent impact continues to be monitored by the Democratic and Scrutiny Services Team. In light of the new scrutiny arrangements, it was necessary to review the method for collating and maintaining decision tracking across the scrutiny function as a whole. As such, a new automated system has been developed to record and publish Scrutiny Committee recommendations more efficiently.
- 2.7** Decision tracking data has been compiled in to a PowerBI format and is now continuously available to Members, via MemberNet, at any time. This data will be regularly updated by Democratic Officers as and when updates arise. Therefore, Members no longer need to wait for decision tacking information to be formally reported to Committee and may raise queries with Democratic Officers at any time.
- 2.8** The Democratic Services Team are currently working with ICT colleagues to ensure that the same decision tracking data will also be readily available to members of the public via the Council's Scrutiny Webpage.
- 2.9** Now that decision tracking data is more readily available, it is proposed that the information is no longer formally reported to the Scrutiny Committee on a quarterly basis however, Democratic and Scrutiny Services Officers will provide a summary on Committee decisions within the biannual FWP reports going forward.

- 2.10** In light of the Live Well Scrutiny Committee’s remit and reflecting upon the role of Governance and Audit Committee’s oversight of audit and risk, it is useful to draw the Committee’s attention to the Audit Wales review, ‘Urgent and Emergency Care: Flow out of Hospital - Cardiff and Vale Region’, which was considered at Committee on 21st July 2025.

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

- 3.1** Scrutiny Committee FWP’s are published by the Council on a biannual basis, via the [Scrutiny webpage](#), which encourages public involvement in the decision-making process.
- 3.2** The [Scrutiny Public Participation Guide](#) is available on the Council’s Public Participation Webpage as well as advice on the Scrutiny Request for Consideration process via the Council’s [Scrutiny Committee Request for Consideration](#) webpage. These methods of engagement support the commitment set out within Vale 2030 to ‘Provide residents with more meaningful and engaging opportunities to participate and have a greater say in our work’.
- 3.3** Scrutiny Committee decision tracking data is available to both Elected Members and members of the public. This supports the commitments set out within Vale 2030 to ‘Improve accountability and transparency by sharing more information about how decisions are made and scrutinised, priorities set, and budgets determined’ as well as ‘Use digital technology more innovatively to improve services whilst ensuring that services are accessible to everyone’.

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

None.



Live Well Scrutiny Committee Forward Work Programme 2025 - 26

Corporate Plan Objectives	
Supporting and Protecting Those Who Need Us	Creating Great Places to Live, Work and Visit
Adult Services, Children and Young People's Services, and Resource Management & Safeguarding, Leisure and Sports.	Libraries, Arts, and Culture, Adult Community Learning, Community Safety, Homelessness, Public Protection – Shared Regulatory Services, and Equalities (external policy)

Cabinet Members	Directors
Cabinet Member – Social Care and Health	Director of Social Services
Cabinet Member - Education, Arts and the Welsh Language	Director of Learning and Skills
Cabinet Member - Leisure, Sport and Wellbeing	Director of Environment and Housing
Cabinet Member - Public Sector Housing and Tenant Engagement	
Cabinet Member - Community Engagement, Equalities and Regulatory Services	

Democratic Services Contact	Committee Membership
Amy Rudman Principal Democratic & Scrutiny Services Officer arudman@valeofglamorgan.gov.uk 07784 239 277 / 01446 709 855	Committee Membership Webpage Scrutiny Information Webpage(s)

Co-opted Membership	
Osian Carroll osian.carroll@cacv.org.uk	Cardiff & Vale Citizens Advice, Housing Caseworker

Forms of Scrutiny	
Investigative (Task and Finish)	Committees can take deeper dives into topics using a range of methods based upon the Committee's forward work programme and identified priorities.
Proposal (Committee Meetings)	Policies are in development and are seeking Scrutiny feedback and recommendations to help shape the Council's future direction.
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Task and Finish Working Groups [Investigative]

- Cross-party work, with a clearly defined scope, and the Cabinet Member sighted.
- Brought together on a voluntary basis by 4 to 8, politically balanced (where practical) Members, with the Chair decided by the "home" Scrutiny committee.
- Leverage the expertise of officers, partners, wider stakeholders alongside evidence and insight from the people of the Vale of Glamorgan who will be invited and encouraged to participate as expert witnesses and share their lived experiences.
- Hold the Cabinet and officers accountable on specific topics while proactively shaping the Council's policy direction.
- Reports and recommendations fed back to the Cabinet Member, Scrutiny Committee and Cabinet for consideration.

Topic	Officer Lead	Timeframe
<p><u>Equal Opportunities and Accessibility in the Sports and Leisure Sector for Underrepresented Groups.</u></p> <p>Including a focus on disabled persons and female service user participation levels to help mitigate inactivity and poor health in both young and mature service users. As well as looking at both informal or organised sport to help reduce sedentary lifestyles and increase social participation, that in turn can reduce feelings of anxiety and loneliness.</p>	<p>Dave Knevett Operational Manager, Neighbourhood Services, Healthy Living & Performance. DPKnevett@valeofglamorgan.gov.uk</p>	<p>Topic and Review Group Composition approved 8th July 2025.</p> <p>Report to Committee: 13th January 2026 (excluding August 2025 Recess).</p>

Live Well Committee Meetings [Proposal]

- Six scheduled meetings per Municipal Year.
- Opportunity for Committees to make individual recommendations on policies that are still in their development stage, and where decisions have yet to be taken.
- Committee recommendations fed back to Cabinet to consider as a policy develops, with Cabinet providing a response to recommendations, including any rationale for accepting, partially accepting or rejecting.
- Arena for responding to Cabinet Member Decision Call-ins and/or Committee Requests for Consideration.

Topic	Officer Lead	Meeting Date
Request for Consideration: Colcot Sports Centre – Next Steps	Dave Knevet Operational Manager, Neighbourhood Services, Healthy Living & Performance. DPKnevet@valeofglamorgan.gov.uk	27 th May 2025 Received by Committee
Committee Forward Work Programme	Amy Rudman Democratic Services arudman@valeofglamorgan.gov.uk	27 th May 2025 Received by Committee
Performance Evaluation Inspection of Vale of Glamorgan Social Services	Lance Carver Director of Social Services. lcarver@valeofglamorgan.gov.uk	27 th May 2025 Last iteration of the report. Received by Committee
Social Care Records System	Lance Carver Director of Social Services. lcarver@valeofglamorgan.gov.uk	27 th May 2025 Last iteration of the report. Received by Committee
Annual Report of the Director of Social Services - Challenge Version	Lance Carver Director of Social Services. lcarver@valeofglamorgan.gov.uk	27 th May 2025 Last received July '24. Received by Committee
Annual Review of Commissioned Services to Adults with a Care and Support Need	Ian McMillan Head of Resource Management and Safeguarding. imcmillan@valeofglamorgan.gov.uk	8 th July 2025 Last received June '24. Received by Committee
Work to tackle poverty and the current cost of living crisis – End of Year Update 2024/2025.	Helen Moses Operational Manager for Corporate Strategy and Insight. HMoses@valeofglamorgan.gov.uk	8 th July 2025 Last received January '25 Received by Committee
Libraries Annual Report	Trevor Baker Head of Strategy, Community Learning and Resources. tbaker@valeofglamorgan.gov.uk	9 th September 2025 Last received July '24. Received by Committee
Committee Forward Work Programme – Six Monthly Update	Amy Rudman Democratic Services arudman@valeofglamorgan.gov.uk	11 th November 2025 Scheduled.

Leisure Management Contract – Year 13 Annual Performance Report	Dave Knevet Operational Manager, Neighbourhood Services, Healthy Living & Performance. DPKnevet@valeofglamorgan.gov.uk	13 th January 2026 Year 12 received January '25.
Annual Children and Young People Services Placements Review	Rachel Evans Head of Children and Young People Services. RJEvans@valeofglamorgan.gov.uk	13 th January 2026 Slipped from November '25 Last received December '24.
Housing Support Grant Delivery Plan	Mike Ingram Head of Housing and Building Services. MIIngram@valeofglamorgan.gov.uk	13 th January 2026 Last received November '24
Task & Finish Response Report	Amy Rudman Democratic Services arudman@valeofglamorgan.gov.uk	13 th January 2026
Review of Vale of Glamorgan Council Strategic Equality Objectives for Period 2025-26	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	17 th March 2026

Member Briefings

- Information only reports provided to Elected Members, with a notification indicating when new material is available.
- Ad hoc reports and presentations from the Council and Partner organisations which would likely not benefit from Scrutiny time but be useful information to support Members in improving their awareness of local, regional and national policy direction.
- Member briefing sessions would be arranged, often before relevant Scrutiny Committee meetings, to invite officers or wider partners to provide whole Member briefing sessions and presentations as appropriate.

Topic	Officer Lead	Method and Timeframe
Leisure Management Contract – Year 13 Six-monthly update on performance data	Dave Knevet Operational Manager, Neighbourhood Services, Healthy Living & Performance. DPKnevet@valeofglamorgan.gov.uk	For Information Only Report First iteration, as agreed at 07/01/25 meeting. Circulated: 20th June 2025.
Corporate Safeguarding (Annual reference from Cabinet)	Lance Carver Director of Social Services. lcarver@valeofglamorgan.gov.uk	For Information Only Report Annual version last received September '24. Circulated: 4th August 2025.
Shared Regulatory Services Business Plan Annual Report	Helen Picton Head of Shared Regulatory Serviceshpicton@valeofglamorgan.gov.uk	For Information Only Report Due July 2025. Last received July '24. Circulated: 9th September 2025.

Deprivation of Liberty Safeguards (DoLs)	Ian McMillan Head of Resource Management and Safeguarding. imcmillan@valeofglamorgan.gov.uk	For Information Only Report Last received October '24. Circulated: 17th October 2025.
Vale, Valleys and Cardiff Regional Adoption Collaborative Annual Report	Rachel Evans Head of Children and Young People Services. RJEvans@valeofglamorgan.gov.uk	Method TBC Due November 2025. Last received November '24.
Annual Reports for Sports Development, 60+ Active Leisure Scheme and National Exercise Referral Scheme	Dave Knevett Operational Manager, Neighbourhood Services, Healthy Living & Performance. DPKnevett@valeofglamorgan.gov.uk	For Information Only Report Due November 2025. Last received November '24.
Update on the Cardiff and Vale of Glamorgan Regional Partnership Board	Cath Doman, Director of Health and Social Care, Integration at Cardiff and Vale Integrated Health and Social Care Partnership. Cath.Doman@wales.nhs.uk	Presentation Due January 2026. Last received January '25.
Annual Update regarding Unpaid Carers and Regional Carers Strategy	Ian McMillan Head of Resource Management and Safeguarding. imcmillan@valeofglamorgan.gov.uk	For Information Only Report Due March 2026. Last received March '25.
Youth Justice and Early Support Service: Annual Plan & Performance	Rachel Evans Head of Children and Young People Services. RJEvans@valeofglamorgan.gov.uk	For Information Only Report Due April 2026. Last received April '25.
Local Housing Market Assessment	Mike Ingram Head of Housing and Building Services. MIngram@valeofglamorgan.gov.uk	For Information Only Report Due June 2026. Last received May '24. (Biannual Timeframe)
Family Information Service Annual Report	Ian McMillan Head of Resource Management and Safeguarding. imcmillan@valeofglamorgan.gov.uk	For Information Only Report Due June 2026. Last received June '24. (Biannual Timeframe)
Development of the Vale Alliance – an integrated model for the delivery of health and social care to adult citizens in the Vale of Glamorgan	Jason Bennett Head of Adult Services and Vale Alliance jbennett@valeofglamorgan.gov.uk	To Be Determined. As agreed at 08/03/22 HLSC Scrutiny meeting.
Annual Monitoring Report (Vale 2030): Quarter 2 2025/26.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	To be determined. Due February 2026.

Art Spaces across the Vale of Glamorgan	Trevor Baker Head of Strategy, Community Learning and Resources. tbaker@valeofglamorgan.gov.uk	To be determined. During 2025.
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Leisure Management Contract Members Working Group.

The Live Well Scrutiny Committee Leisure Management Contract Working Group was re-established by the Committee on the [12th September 2023](#), following a recommendation raised within the 2021 Leisure Services Audit Wales report that identified a need for Elected Members to be involved in the monitoring processes for the Council's Leisure Management Contract.

The Group meet on an ad-hoc basis by invitation from the Operational Manager for Neighbourhood Services, Healthy Living & Performance, and conduct site visits of the Vale of Glamorgan Leisure Centres and relevant services.

The Group consists of six Elected Members from the Scrutiny Committee, not subject to political balance, with the last appointments made on 27th May 2025, being: Councillors A.M. Collins (Chair), B. Loveluck-Edwards (Vice-Chair), C.A. Cave, W.A. Hennessy, J. Lynch-Wilson and N.C. Thomas.

