

Meeting of:	Resources Scrutiny Committee
Date of Meeting:	Wednesday, 10 June 2026
Relevant Scrutiny Committee:	No Relevant Scrutiny Committee
Urgent Decision Procedure Used (If yes, why)	Not applicable
Item Type	Part I
Report Title:	Scrutiny Arrangements: First Year Review and Approval of the Forward Work Programme 2026/27.
Portfolio Holder:	Cabinet Member for Performance and Resources
Lead Officer(s):	Head of Democratic Services Director of Corporate Resources

1.0 What is this report about?

- 1.1 This report provides the Resources Scrutiny Committee with an opportunity to reflect on its activity during the 2025/26 Municipal year, marking the completion of the first full year under the Council's revised scrutiny arrangements. It summarises how the Committee has operated within the new framework, highlights key areas of work undertaken, and identifies emerging lessons to help inform future scrutiny practice.
- 1.2 The report also invites the Committee to consider and agree its proposed Forward Work Programme for the 2026/27 Municipal year. The Programme sets out a planned schedule of scrutiny activity, including proposed items for committee consideration, and is intended to ensure that the Committee's work remains focused, proportionate and aligned to its remit and agreed priorities.
- 1.3 In addition, the report seeks to support the Committee in confirming its approach to Task and Finish activity going forward. This includes consideration of potential review topics, the prioritisation of topics for progression during the year, and incorporating learning from previous Task and Finish work to strengthen future investigative scrutiny.

2.0 What are the Recommendations?

	Recommendations – What and How?	Reason for Recommendation – Why?
1	That the Forward Work Programme appended to the report be agreed, subject to any amendments or suggestions raised by Members at the meeting.	To enable the Scrutiny Committee to approve a programme of work for the forthcoming Municipal year that reflects Members' priorities, ensures effective forward planning, and supports the Committee in fulfilling its scrutiny role.
2	That the agreed Forward Work Programme be published on the Council's website for public information.	To promote openness, transparency and public engagement by providing residents, stakeholders and partner organisations with clear visibility of the Committee's planned work across the Municipal year.
4	That one Task and Finish review topic be prioritised for progression during the forthcoming Municipal year.	To ensure that Task and Finish activity is focused, manageable, and makes effective use of Member and officer capacity, allowing for timely and meaningful scrutiny of a priority issue.
5	That the membership of the next Task and Finish Group be agreed.	To formally establish the Task and Finish Group with agreed membership, providing clarity on roles and accountability and enabling the review to commence in accordance with the Committee's agreed work programme.

3.0 What is the background to this report?

3.1 On 10th April 2025, Cabinet agreed proposals for new Scrutiny arrangements to take effect for the 2025/26 Municipal year, which were aligned to the new objectives contained within the Council's new Corporate Plan – Vale 2030. 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. On 27th May 2025, Members of the Resources Scrutiny Committee were presented with a newly structured Forward Work Programme to align with the newly agreed Scrutiny arrangements to enable more effective scrutiny. It included items, topics, Task and Finish review investigations, co-opted membership, and delivery methods that the Resources Scrutiny Committee would consider for the 2025/26 Municipal year. This report marks the end of the first Municipal year working within the new scrutiny arrangements.

3.2 In addition to the four Directorate Scrutiny Committees, the Council also has a broader Scrutiny function that includes the Performance Joint Scrutiny Session. This is a joint forum bringing together all four Scrutiny Committees into a single space to monitor the Council's performance and finances against its Corporate Plan.

- 3.3 The Council also has its Governance and Audit Committee, the purpose of which is to maintain assurance in relation the Council's finances, policies, and procedures, making sure they are robust and fit for purpose. Governance and Audit Committee also keeps track of the Council's control environment and maintaining its risk register. Both Governance and Audit Committee, and the Performance Joint Scrutiny Session also make recommendations to Cabinet for approval.
- 3.4 The Resources Scrutiny Committee is one of the four Directorate Scrutiny Committees, and its remit covers the Council's Wellbeing Objective number 5 - Being the best Council we can be. The Committee considers reports from the following Council Service Areas: Corporate Policies and Performance, Communication and Participation, Customer Relations, Finance, Procurement, Digital, Property, Human Resources, Equalities (internal policy) and Welsh (internal policy).
- 3.5 The Resources Scrutiny Committee Forward Work Programme belongs to the Elected Members of the Resources Scrutiny Committee and is maintained, in partnership, by the Committee Chair and Lead Democratic Services Officer. Therefore, the administrative upkeep of the programme is absorbed within day-to-day working practices, and the Chair of each Committee is encouraged to present this report on behalf of Committee Members.
- 3.6 In developing the proposed Forward Work Programme for 2026/27, the Committee's planned areas of scrutiny have been considered alongside [Cabinet's Annual Strategic Forward Work Programme](#). This approach helps to support appropriate alignment between executive decision-making and scrutiny activity, and to identify opportunities where timely pre-decision scrutiny may add value.
- 3.7 The Forward Work Programme 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 to the Forward Work Programme 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.
- 3.8 The Council undertakes an Annual Self-Assessment to evaluate how effectively it is delivering its statutory functions, corporate objectives and governance responsibilities. Scrutiny contributes to this process by providing ongoing challenge and oversight through its consideration of performance reports, service updates and delivery plans during the Municipal year. Directors play a key role within Scrutiny Committees by presenting evidence, responding to challenge and providing professional insight, which helps shape the findings and conclusions of the Self-Assessment. [Annual Directorate Plans](#) are submitted by each of the Directors, which detail each Directorate's planned in-year priority activities, performance measures and associated performance targets that will contribute to the delivery of Vale 2030.
- 3.9 The Council's Scrutiny arrangements are also supported by a programme of Member Briefing Sessions, which complement formal Scrutiny Committee activity by providing Elected

Members with timely information and policy context on key issues. Resources, presentations and materials from these briefing sessions are available to all Elected Members via MemberNet, ensuring consistent access to information and supporting informed engagement across the wider scrutiny function.

4.0 What issues are there to be considered?

4.1 Take-aways from Year One:

- 4.1.1 The Council has only recently completed its first Municipal year within the new Scrutiny arrangements and therefore has only 12 months' worth of experience and data to rely upon, thus far. It is also recognised that meaningful change takes time, and is only achieved through continual assessment and ongoing cultural development.
- 4.1.2 Task and Finish work represents a significant commitment for both Members and Officers. The reports demonstrated a strong level of engagement from all stakeholders involved. When considering participation in future Task and Finish activity, individuals may wish to reflect on their capacity, to ensure they are able to contribute fully and effectively throughout the process.
- 4.1.3 Task and Finish activity has taken longer than initially anticipated, reflecting the depth and thoroughness of the review work undertaken, as well as external factors such as the availability of expert witnesses. While the aspiration remains to deliver two Task and Finish reviews within a single Municipal year, the Council continues to prioritise the quality and robustness of outcomes over the quantity of work undertaken.
- 4.1.4 The introduction of Joint Scrutiny Sessions, to consider performance against the Corporate Plan and the annual budget-setting process, has delivered positive benefits and generated constructive recommendations. However, further work is required to raise awareness of the importance of these meetings among all Members, and to encourage increased attendance from Committee Members.
- 4.1.5 Ongoing public interest in highly visible frontline services has resulted in a substantial proportion of the Place Committee's agenda being focused on these areas. Work will continue to assess the balance and appropriateness of agenda content to support effective future agenda planning. This will include recognition of the significant volume of reports that the Committee was required to consider in relation to the Regional Local Development Plan approval process, alongside the need to maintain oversight of its wider work programme.

4.2 Task & Finish Working Groups [Investigative]:

- 4.2.1 At the Resources Scrutiny Committee meeting of 21st May 2025, several potential Task and Finish topics were suggested by members of the Committee. From these topic suggestions, the topic of Improvements to Resident Contact and the C1V

Service was identified as a topic area with the potential to be taken forward as the Committee's second Task and Finish review. Although a narrower focus within this topic area may need to be identified going forward, as part of this report, Members are asked to confirm this as the next Task and Finish review to be undertaken, and to confirm the group membership, so that work can begin on the review.

4.2.2 Below is a list of lessons learned for future Task & Finish groups based on feedback collated across all Task & Finish groups to date:

- Select more narrow, well-defined topics with a clear purpose, achievable scope and realistic outcomes.
- Engage officers early in topic development to draw on operational insight and identify areas where scrutiny can add most value.
- Set clear expectations at the outset regarding duration, meeting frequency and Member commitment.
- Encourage accountability and consistent participation, supported by Chairs and political group leadership.
- Use Task & Finish Groups proportionately, balancing scrutiny ambition with officer capacity and sustainability.
- Adopt Teams chat groups as standard practice to enhance communication and efficiency.
- Be deliberate in choosing meeting formats, to support open and constructive dialogue.
- Clearly communicate how recommendations will progress and influence decision-making to reinforce confidence in the process.

4.2.3 In response to the feedback and lessons learned around setting clear expectations for Members of Task and Finish groups, a Chair's Role Description has been created, which is included at Appendix B to this report.

4.3 Committee Meetings' Agenda Content [Proposal]:

4.3.1 An addition to the 2026/27 Resources Committee Forward Work Programme is a report currently titled *Celebrant Service Proposal Report*. This is a report on work currently in progress on a proposal being worked on within the Registrars Service, with a view to offering a low-cost funeral Celebrant to residents.

4.3.2 The following items have been carried over to the forthcoming Municipal Year from the Forward Work Programme for 2025/26:

- Draft People Strategy
- Resident Contact and C1V update
- Let's Talk About Life in the Vale Survey.

4.4 **For Information Reporting [Committee HUB] and Member Briefings:**

4.4.1 The Glamorgan Voluntary Services Annual Report has been scheduled to be provided as a briefing session for all Elected Members.

4.4.2 For Information reports are now also provided to the public via the Council's Scrutiny Webpage.

4.5 The 2026/27 Forward Work Programme for the Committee is the last iteration prior to the May 2027 Local Government Election, and therefore the timeframe available for scrutiny activity may be shorter than a full Municipal year due to the pre-election period. As a result, the Programme has been developed to prioritise key areas of work, ensure flexibility where required, and support the effective use of Member and officer capacity during this transitional period.

5.0 **How evidence has been used to inform the report, including the views of others?**

5.1 **Matters Considered During the 2025/26 Municipal Year:**

5.1.1 The Committee has considered 9 proposal **Service Area Reports**;

- Committee Forward Work Programme Annual Proposal.
- Committee Forward Work Programme – Six Monthly Update.
- Procurement Task and Finish Report
- Task and Finish Activity Report
- Vale of Glamorgan Public Services Board Annual Report
- Q2 Sickness Absence Report
- Presentation on School Finances
- Task and Finish Review on Countering Misinformation
- Corporate Resources Directorate Plan 2026/27

5.1.2 The Committee has not considered any **Requests for Consideration** during the Municipal year.

5.1.3 The Committee has not considered any **Call-In requests** during the Municipal year.

5.1.4 The Committee considered 13 **References from Cabinet**:

- Q4 Sickness Absence Report
- Closure of Accounts 2024/25
- Capital Closure of Accounts 2024/25
- Financial Strategy 2026/27 to 2030/31
- Q1 Capital Monitoring
- Q1 Revenue Monitoring
- Welsh Language Standards Annual Monitoring Report 2024/25
- Draft Procurement Policy and Strategy
- Q2 Capital Monitoring
- Q2 Revenue Monitoring

- Draft Capital Investment Strategy 2026/27 and Initial Capital Programme Proposals 2026/27 to 2030/31
- Pay Policy 2026/2027
- Q3 Revenue Monitoring
- Q3 Capital Monitoring

5.1.5 Resources Committee and wider Elected Members were provided with a **Member Briefing session** regarding the Glamorgan Voluntary Services Annual Report, presented by the Chief Executive Officer of GVS.

5.1.6 The Committee considered one **Task & Finish Working Group Response** Report that was subsequently referred to Cabinet for consideration at their meeting of 16th April, 2026. Please see further detail in Section 5.5.

5.2 Recommendation/Decision Tracking

5.2.1 Tracking of the Committee's decisions and subsequent impact continues to be monitored and regularly updated by the Democratic and Scrutiny Services Team.

5.2.2 Decision tracking data has been compiled into a PowerBI format and is now continuously available to Members, via MemberNet, as well as to the Public via the Council's Scrutiny webpage. This is a new approach to improve efficiency and transparency in decision making.

5.2.3 At the November 2025 meeting, the Committee agreed that a summary of the Decision Tracking Data relevant to the Resources Scrutiny Committee be presented to the Committee as part of the biannual Forward Work Programme Monitoring Reports. 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:

Total number of recommendations raised by the Committee over the Municipal year:	54
Recommendations referred to Cabinet:	25 (46%)
Recommendations referred to Council officers or other bodies (labelled as 'Other'):	29 (52%)
Recommendations raised as a result of a Cabinet Reference:	22 (41%)
Recommendations raised at a Committee Meeting:	38 (70%)
Recommendations raised as part of a Task and Finish Review:	16 (30%)
Recommendations Accepted by Cabinet:	5
Recommendations Partially Accepted by Cabinet:	15

Recommendations neither Accepted nor Partially accepted by Cabinet, as neither status was applicable :	4
Recommendations Noted by Cabinet:	1

5.3 Member Scrutiny Survey

- 5.3.1 The Annual Members Survey was shared with all Elected and Co-opted Members and included questions specifically relating to Scrutiny arrangements, including perceptions of effectiveness, access to information, and suggestions for improvement. Responses were received from (26 out of 54) 48% of Elected Members and were completely anonymous, allowing open and honest feedback based on individual experiences. This feedback therefore offers useful insight to inform the ongoing development and prioritisation of Scrutiny Forward Work Programmes.
- 5.3.2 Survey responses show a broadly mixed but generally positive perception of Scrutiny. In response to whether Scrutiny arrangements have a positive impact on decision-making and service improvement, 40% of respondents agreed or strongly agreed, 27% neither agreed nor disagreed, and 35% disagreed or strongly disagreed. This indicates that while many Members recognise the value of Scrutiny, there is also recognition of the fact that the new arrangements are in their infancy.
- 5.3.3 Responses were more positive in relation to access to information, with 66% of respondents agreeing or strongly agreeing that they have sufficient access to the information needed to undertake their role as a Scrutiny Member. Only a small proportion disagreed, although over a quarter neither agreed nor disagreed, suggesting scope for further improvement in consistency and clarity of information.
- 5.3.4 Members felt that scrutiny would be more effective if it moved beyond primarily noting reports, and instead provided stronger challenge, influence and impact on decision-making. Overall, the emphasis was on making scrutiny more robust, less process-driven and more focused on actively shaping outcomes rather than simply receiving information.

5.4 Scrutiny Requests for Consideration

- 5.4.1 In line with the Council's Digital Strategy, the existing request form was digitised on the Council's website to improve accessibility and information submission for the end user. To make the public aware of this change, information was shared as part of an e-mail communication to residents who had signed up to receive notifications around the Council's participation and engagement work.
- 5.4.2 Following this communication, the Council received 27 requests for consideration, covering a range of topics such as Placemaking, Additional Learning Needs and Highways as examples. The breakdown by Committee is as below:

- Start Well – 3 Requests
- Live Well – 1 Requests
- Place – 18 Requests
- Resources – 5 Requests

5.4.3 The requests were assessed, and a number were excluded as they were felt to not be appropriate at this current time, but their details are stored for future Scrutiny sessions. Upon assessment, the requests fell into five main categories:

1. The item had already been considered by Scrutiny in the previous 12 months – 13 requests.
2. Operational query (passed to Service area to manage) – 3 requests.
3. Request too general (further information requested and no response received) – 4 requests.
4. Topic already on Scrutiny Forward Work Programme (contacted to advise and will be further advised when agenda confirmed) – 6 requests
5. Further exploration by Council (currently being considered) – 1 request.

5.4.4 All requestors were notified of the above in the following two weeks after submission, including signposting to previous reports and meetings, with operational queries managed and responded by the appropriate Service area. They were also notified that their details would be stored on file to be proactively communicated to if these topics were to be considered by Committees in the future.

5.4.5 Requests for Consideration may also be presented to Committee via the [Council's Petition Scheme](#). No petitions had been submitted under the remit of this Committee during the 2025-26 Municipal year.

5.5 Task & Finish Feedback and Outcomes

5.5.1 The Committee has undertaken a single Task and Finish Working Group project over the last Municipal year to explore Countering Misinformation. The Group Members being Councillors B. Loveluck-Edwards (Chair), E. Goodjohn (Vice), J. Norman; S. Campbell; J. Protheroe; R. Fisher; and I. Johnson. The Group met on 9 occasions and presented its findings at the March 2026 Resources Committee meeting, at which time, the Committee agreed to refer the 14 recommendations in the report, plus an additional recommendation as agreed at the meeting, to Cabinet for consideration and approval.

5.5.2 Cabinet considered the Task and Finish report on Countering Misinformation at their meeting of 16th April, 2026 and resolved to agree the recommendations within the report. Regarding the additional recommendation around an item being added to the risk register reflecting the risks related to misinformation, Cabinet resolved that this should be a matter for their consideration when the Risk Register is next discussed at Cabinet.

5.5.3 All Elected Members who had taken part in the first round of Task & Finish Reviews, under the new Scrutiny arrangements, were invited to provide feedback in relation to their experience of being part of the group(s). The aim was to understand what worked well, what could be improved, and any lessons learned that could help the Council shape and strengthen future working groups. The comments received can be summarised as follows:

What Worked Well:

- Task & Finish Groups were widely regarded as an effective scrutiny model, particularly where members and officers were committed and engaged.
- Clear, focused topics helped to promote strong engagement, productive discussion and positive outcomes.
- High levels of member involvement supported meaningful debate and the development of practical recommendations.
- Officer support and facilitation were consistently praised, with reports described as clear, concise and suitable for progression to Cabinet.
- Constructive working relationships between Members and officers encouraged open discussion and problem-solving.
- Smaller, less formal group settings were valued by some Members as they encouraged confidence to ask questions and challenge issues.
- Teams chat groups were seen as an effective tool for communication and maintaining momentum between meetings.
- Where topics aligned well with operational priorities, outcomes were viewed as positive and worthwhile.

What Could Be Improved

- Topic selection and definition are critical; overly broad or poorly defined topics made focus and recommendation development more difficult.
- Inconsistent attendance and engagement placed additional pressure on Chairs and slowed progress in some groups.
- The length and intensity of some Task & Finish Groups exceeded Member expectations.
- Meeting schedules could be more regular and predictable to support sustained engagement.
- Some Members were uncertain about the impact of outcomes, particularly where further decision-making was required.
- Concerns were raised about the level of officer time required, particularly for Democratic Services.
- Hybrid and online meetings, while accessible, were perceived by some as limiting openness and depth of discussion.
- Uneven participation led to frustration in some cases, with perceptions that non-participating Members were more likely to criticise the process.
- The volume of briefings and engagement requests could feel excessive for some Members.

In relation to lessons learned that could help the Council shape and strengthen future working groups, please see Section 4 above.

6.0 Next Steps

6.1 Committee members are requested to consider the Forward Work Programme biannually (usually at the May and November Committee meetings) after which, the agreed Forward Work Programme will be published on the Council's website for public information.

6.2 The Forward Work Programme will continue to reflect the below forms of Scrutiny and will be assessed on a regular basis by the Committee Chair:

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.

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.

6.3 Committee Members are encouraged to approach the Committee Chair and/or the Lead Democratic Services Officer with any suggestions or queries in relation to the Forward Work Programme at any time.

7.0 How does this report support Vale 2030 and Reshaping?

7.1 Scrutiny Committee Forward Work Programmes are published by the Council on a biannual basis, via the [Scrutiny webpage](#), which encourages public involvement in the decision-making process. 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. 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.'***

7.2 Scrutiny Committees are not the final decision-making authority within the Council, but they can raise recommendations and refer those on to help improve the Council's work. As such, an interactive tool providing an [overview of recommendations](#) made during the Municipal year and the status of those recommendations, is readily available to both Elected Members and to members of the public. This process 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 the additional commitment to ***'Use digital technology more innovatively to improve services whilst ensuring that services are accessible to everyone.'***

8.0 How does this support the Five Ways of Working?

- 8.1 Long-Term** - In maintaining an annual Forward Work Programme, the Scrutiny Committees support the long-term sustainability aims set out in the Council's strategic priorities and the Wellbeing of Future Generations (Wales) Act. By scheduling key areas of work across the full Municipal year, Committees ensure that oversight is not confined to short term pressures, but instead considers the enduring needs of residents, communities, and services. A year-long programme provides the space for continued monitoring of corporate objectives, emerging risks, and evolving policy commitments such as those within the Vale 2030 plan. This long-term approach ensures that scrutiny activity remains aligned to the Council's vision, and contributes to delivering sustainable outcomes across social, economic, environmental, and cultural wellbeing.
- 8.2 Prevention** - The structure of a comprehensive annual work programme enables Scrutiny Committees to identify issues early and respond proactively before risks escalate into more significant challenges. By routinely reviewing performance data, service updates, and strategic assessments throughout the year, Committees can highlight areas where preventative action may strengthen service resilience or protect vulnerable groups. This forward-looking method supports the Council's preventative ethos, allowing time for officers, Cabinet, and partners to consider recommendations that address root causes—rather than reacting to problems once they materialise. It also helps ensure that the Council's resources are used effectively by preventing avoidable demand on services later in the year.
- 8.3 Integration** - Scrutiny work programmes are designed to reflect and reinforce the interconnected nature of the Council's wellbeing objectives. By mapping scheduled reports and review activities to wider strategic priorities, Scrutiny Committees help to ensure that decisions and service developments are not considered in isolation, but within the broader context of corporate planning, financial strategy, and community outcomes. An integrated programme also supports alignment across Committees, avoiding duplication and strengthening a collective understanding of cross cutting themes such as equalities, climate action, safeguarding, and public participation. This helps Scrutiny play a constructive role in ensuring that the Council's planning and decision-making processes remain cohesive and mutually supportive.
- 8.4 Collaboration** - A maintained and published Forward Work Programme encourages collaboration between Scrutiny Members, officers, Cabinet Members, partners, and community stakeholders. By setting out work in advance, officers have clarity on when their insights and expertise will be required, enabling better-prepared reporting and improving the quality of evidence presented to Scrutiny. The programme also creates opportunities for joint work — for example, Task and Finish activity, cross-committee sessions, or engagement with external bodies where partnership approaches can add value. This collaborative ethos enhances both transparency and shared ownership of service improvement, strengthening Scrutiny's role as a constructive, collective mechanism for accountability.
- 8.5 Involvement** - Publishing the Forward Work Programme for the entire Municipal year promotes meaningful public involvement by providing residents and stakeholders with clear

visibility of upcoming Scrutiny items. This transparency allows individuals, communities, and partner organisations to contribute insights, lived experience, or evidence at the most relevant stage of the decision-making cycle. It also supports the commitments within the Council's Public Participation Strategy by offering structured points of engagement throughout the year, rather than on an ad-hoc basis. By ensuring that Scrutiny's work is accessible and planned, Committees help extend involvement beyond elected Members, enabling a broader range of voices to influence the Council's work and future direction.

Resources

9.0 Finance

9.1 There are no financial factors to consider as a direct result of this report.

10.0 Workforce

10.1 There are no workforce factors to consider as a direct result of this report.

11.0 Legal

11.1 Does an Equalities Impact Assessment need to be completed? If not, why?

An Equalities Impact Assessment has not been completed because this report relates solely to the Committee's forward work programming arrangements and does not propose any changes to policy, service delivery, or operational practices that would give rise to identifiable equality impacts.

11.2 Monitoring Officer Comments: The Monitoring Officer has reviewed the contents of this report and confirmed that the preparation and approval of the Scrutiny Committee's Forward Work Programme is consistent with the Council's constitutional arrangements. The report does not raise any issues of unlawfulness and adheres to the established decision-making framework. The Monitoring Officer is also satisfied that the Forward Work Programme supports the principles of good governance, including accountability, transparency and sound decision-making, as expected of statutory officers under established governance standards.

12.0 Key Contacts

12.1 Who are the primary officers to contact with any comments and/or queries on the report?

Service Area Officer:	Democratic Services Officer:
Liz Whitaker	Liz Whitaker
Democratic and Scrutiny Services Officer	Democratic and Scrutiny Services Officer

Appendix

Appendix A – Resources Scrutiny Committee Draft Forward Work Programme 2026/27

Appendix B – Task and Finish Group Chair Role Description

Background Documents

November 2025 - Forward Work Programme Schedule 2025/26 (Updated) Report, presented to Scrutiny Committee – [Report](#) and [Minutes](#).

May 2025 - Forward Work Programme Schedule 2025/26 Report, presented to Scrutiny Committee – [Report](#) and [Minutes](#).

April 2025 – Reshaping Scrutiny Reference, referred to Full Council – [Reference](#) and [Minutes](#).

April 2025 – Reshaping Scrutiny Report, presented to Cabinet – [Report](#) and [Minutes](#).

Index of resource hyperlinks embedded within the report:

[https://www.valeofglamorgan.gov.uk/Documents/ Committee%20Reports/Cabinet/2026/26-04-16/Cabinet-Annual-Strategic-Forward-Work-Programme.pdf](https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2026/26-04-16/Cabinet-Annual-Strategic-Forward-Work-Programme.pdf)

<https://www.valeofglamorgan.gov.uk/Documents/ Committee%20Reports/Cabinet/2026/26-04-16/Directorate-Plans-2026-27.pdf>

<https://participate.valeofglamorgan.gov.uk/petitions>

https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/scrutiny/scrutiny.aspx

<https://www.valeofglamorgan.gov.uk/Documents/ Committee%20Reports/Committee%20Information/Public-Speaking-Guides/25-06-17-Scrutiny-Participation-Guide-Updated.pdf>

https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/Public-Participation-at-Council-Meetings.aspx

https://valeofglamorgancouncil-customerportal.achieveservice.com/en/AchieveForms/?form_uri=sandbox-publish://AF-Process-a7564af5-14e1-40ee-87d9-2a3bc3dc5bef/AF-Stage-b1f7ae81-4534-405f-befa-27d62c1bb5be/definition.json&redirectlink=/en&cancelRedirectLink=/en&consentMessage=yes&noLoginPrompt=1

Resources Scrutiny Committee Forward Work Programme 2026 - 27

Corporate Plan Objectives
Being the best Council we can be.
Remit: Corporate Policies and Performance, Communication and Participation, Customer Relations, Finance, Procurement, Digital, Property, Human Resources, Equalities (internal policy) and Welsh (internal policy).

Cabinet Members	Directors
Cabinet Member - Performance and Resources Cllr Lis Burnett	Director of Corporate Resources Tom Bowring
Cabinet Member – Community Engagement, Equalities and Regulatory Services. Cllr Ruba Sivagnanam	SLT: Head of Finance – Matt Bowmer Head of Digital – Nickki Johns Head of Legal and Democratic Services – Victoria Davidson Head of HR and Organisational Development – Tracy Dickinson

Committee Membership	Democratic Services Contact
Chair: Cllr. Joanna Protheroe Vice-Chair: Cllr. Ewan Goodjohn Committee Membership Webpage Scrutiny Information Webpage(s)	Liz Whitaker Democratic and Scrutiny Services Officer ewhitaker@valeofglamorgan.gov.uk 01446 709144

Co-opted Membership - TBC	
[NAME]	[Organisation]

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	Policies are in development and are seeking Scrutiny feedback and recommendations to help shape the Council's future direction.
Briefings	Information only or update items which are for noting and where scrutiny can add limited value but the Member call-in procedure can be used.

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
Resident Contact / Customer Relations improvements - TBC at June Committee Meeting		

Resources 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
Resident Contact / Customer Relations Update Report	Tony Curliss Operational Manager Digital Transformation / Customer Relations	3 rd June 2026
Q4 Sickness Absence Report	Laithe Bonni	3 rd June 2026

(As a reference from 28th May Cabinet)	Operational Manager Employee Services	
Draft People Strategy (As a reference from Cabinet)	Tracy Dickinson Head of HR and Organisational Development	3rd June 2026
Scrutiny Arrangements: First Year Review and Approval of the Forward Work Programme 2026/27.	Liz Whitaker – Democratic Services Officer	3rd June 2026
TBC - Celebrant Service Proposal Report	James Langridge-Thomas Operational Manager Democratic Services	8th July 2026
Closure of Accounts 2026/26	Matt Bowmer Head of Finance/Section 151 Officer Gemma Jones Operational Manager - Accountancy	8th July 2026
Capital Closure of Accounts 2025/26	Matt Bowmer Head of Finance/Section 151 Officer Gemma Jones Operational Manager - Accountancy	8th July 2026
Financial Strategy 2026/27 to 2030/31. (Reference from Cabinet)	Matt Bowmer Head of Finance/Section 151 Officer	16th September 2026
Corporate Asset Management Plan Annual Update. (Reference from Cabinet)	Tom Bowring Director of Corporate Resources	16th September 2026
Vale of Glamorgan Public Services Board Annual Report	Tom Bowring Director of Corporate Resources	16th September 2026
Financial Management Code Update 2026/27. (Reference From Cabinet)	Matt Bowmer Head of Finance/Section 151 Officer	16th September 2026
Q1 Capital Monitoring (Reference from Cabinet)	Matt Bowmer Head of Finance/Section 151 Officer Gemma Jones Operational Manager - Accountancy	16th September 2026
Q1 Revenue Monitoring (Reference from Cabinet)	Matt Bowmer Head of Finance/Section 151 Officer	16th September 2026

	Gemma Jones Operational Manager - Accountancy	
Welsh Language Standards Annual Monitoring Report 2025/26	Rob Jones Operational Manager - Corporate Communications	11th November 2026
Refresh of Medium-Term Financial Plan 2026/27 to 2030/31. (Reference from Cabinet)	Matt Bowmer Head of Finance/Section 151 Officer	11th November 2026
Draft Capital Investment Strategy 2027/28 and Initial Capital Programme Proposals 2027/28 to 2031/32 (Reference from Cabinet)	Matt Bowmer Head of Finance/Section 151 Officer Gemma Jones Operational Manager - Accountancy	11th November 2026
Q2 Sickness Absence Report (Reference from Cabinet)	Laithe Bonni Operational Manager Employee Services	11th November 2026
Resources Scrutiny Committee Recommendation Tracking and Updated FWP	Liz Whitaker Democratic Services Officer	11th November 2026
Q2 Capital Monitoring Reference From Cabinet	Matt Bowmer Head of Finance/Section 151 Officer Gemma Jones Operational Manager - Accountancy	13th January 2027
Q2 Revenue Monitoring Reference From Cabinet	Matt Bowmer Head of Finance/Section 151 Officer Gemma Jones Operational Manager - Accountancy	13th January 2027
TBC - Report on Task and Finish Review	Chair of Task and Finish Group	13th January 2027
Pay Policy 2027/2028 Reference From Cabinet	Tracy Dickinson Head of HR and Organisational Development	10th March 2027
Q3 Revenue Monitoring Reference From Cabinet	Matt Bowmer Head of Finance/Section 151 Officer Gemma Jones Operational Manager - Accountancy	10th March 2027
Q3 Capital Monitoring Reference From Cabinet	Matt Bowmer Head of Finance/Section 151 Officer Gemma Jones Operational Manager - Accountancy	10th March 2027

Corporate Resources Directorate Plan 2027/28	Tom Bowring Director of Corporate Resources	10th March 2027
Let's Talk About Life in The Vale Survey	Helen Moses Operational Manager - Corporate Strategy and Insight	To be scheduled
Report on Task and Finish Review	Chair of Task and Finish Group	To be scheduled according to T&F Review timeframe.

For Information Reporting / 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. - Information is also provided to the public via the Council's Scrutiny Webpage.		
Topic	Officer Lead	Method and Timeframe e.g. FIO report, Presentation, Member Briefing Session
Glamorgan Voluntary Services Annual Report	Christine Boston Chief Executive Officer Glamorgan Voluntary Services	All Member Briefing Session Date TBC

Working Group. – (If Required)
[Purpose of Group]
[Membership]

Role Description: Task and Finish Chair

Accountabilities:

Originating Scrutiny Committee

Full Council

The public

Role Purpose and Activity:

Providing Leadership and Direction

- I Provide clear leadership to the Working Group, ensuring members agree a defined scope, support others to understand the scope, objectives, and timescales of the review.
- II Set the tone for constructive, non-partisan discussion focused on outcomes and evidence.
- III Work with Democratic Services officers to agree a work plan, schedule meetings, and identify key witnesses and evidence sources.
- IV Ensure the group's activities align with the Scrutiny Committee's terms of reference and corporate priorities.

Participating in Meetings and Making Decisions

- I Chair meetings effectively, encouraging participation from all members and maintaining focus on the agreed objectives.
- II Ensure discussions remain respectful, inclusive, and evidence-based.
- III Oversee the collection of relevant data, stakeholder input, and expert evidence as part of developing a balanced Work Programme.
- IV Ensure that engagement activities (e.g., interviews, site visits, consultations) are planned and delivered appropriately.
- V Lead the drafting of the final report with support from officers, ensuring recommendations are clear, achievable, and based on robust evidence.
- VI Present findings and recommendations to the originating Scrutiny Committee and, where appropriate, Cabinet or Council.

Effective Meeting Management

- I To set agendas containing clear objectives and outcomes for the meeting.
- II To manage the progress of business at meetings, ensuring that meeting objectives are met, and the Code of Conduct, Standing Orders and other constitutional requirements are adhered to.
- III To ensure that the necessary preparation is done beforehand.
- IV To ensure that all participants have an opportunity to make an appropriate contribution.

Internal Governance, Ethical Standards and Relationships

- I Ensure the Working Group operates within the Council's Constitution, Scrutiny protocols, and relevant legislation.
- II Promote transparency and accountability throughout the review process.