

Meeting of:	Cabinet
Date of Meeting:	Monday, 01 April 2019
Relevant Scrutiny Committee:	All Scrutiny Committees
Report Title:	Cabinet Annual Strategic Forward Work Programme May 2019 - April 2020 and Cabinet Quarterly Work Programme – April to June 2019
Purpose of Report:	To inform Members of the Forward Work Programmes of the Cabinet / Council for the 12 month period May 2019 to April 2020, and the Cabinet Quarterly Work Programme from April – June 2019
Report Owner:	Leader
Responsible Officer:	Rob Thomas, Managing Director
Elected Member and Officer Consultation:	Monitoring Officer, Section 151 officer and All Directors
Policy Framework:	This is a matter for Executive decision
Executive Summary:	<ul style="list-style-type: none"> To seek Cabinet approval of the Forward Work Programme of the Cabinet for the 12 month period May 2019 to April 2020, and the Cabinet Quarterly Work Programme from April to June 2019. To seek Cabinet approval and or comments in respect of the progress update for the quarter January to March 2019.

Recommendations

1. That the position with regard to the January to March 2019 quarterly work programme at Appendix 1 be accepted.
2. That Cabinet approve the Annual Strategic Work Programme for the period May 2019 to April 2020 and the Quarterly Work Programme for April 2019 to June 2019.
3. That the work programme for May 2019 to April 2020 be published on the Council's website.

Reasons for Recommendations

1. To monitor progress.
2. To comply with the requirements of the Local Government Act 2000, subordinate legislation and the Council's Constitution in setting annual work programmes.
3. As 2 above

1. Background

- 1.1 In accordance with the provisions of the Local Government Act 2000 and the Council's Constitution, the Cabinet Annual Strategic Forward Work Programme, attached at Appendix 2, sets out matters which the Executive and Full Council are likely to consider during the period May 2019 to April 2020.
- 1.2 The Cabinet Quarterly Work Programme for April to June 2019 (Appendix 3) sets out matters that are included in the Strategic Work Programme as well as other specific items that the Executive and Full Council are planning to consider during April to June 2019.
- 1.3 The Forward Work Programme shall contain information on:
 - The timetable for considering the budget and any plans forming part of the Policy Framework and requiring Council approval, and which body is to consider them;
 - The timetable for considering any plans which are the responsibility of the Executive;
 - Any individual matters which the Executive intends to consult on, in advance of taking any decision, and the timetable for consultation and decision.

2. Key Issues for Consideration

- 2.1 The intention of the Cabinet Forward Work Programme is to ensure clear correlation with the programming of the work of Scrutiny Committees and the Council's Corporate Management Team.
- 2.2 Appendix 1 to the report details the reports submitted for the quarter January to March 2019 together with comments regarding any slippage, for Cabinet's consideration.

- 2.3** This report includes at Appendix 2 the Cabinet Annual Strategic Work Programme for the period May 2019 – April 2020. The work programme sets out the likely strategic policy, budget reviewing and reports setting to be schedule in the year. It also indicates the potential role of Scrutiny as well as the titles that will be considered by Council.
- 2.4** Alongside this, at Appendix 3, a Quarterly Work Programme is included as has been the case in previous quarters. This Work Programme includes those items that are included in the Annual Strategic Work Programme as well as other more specific items that the Executive are likely to consider during April to June 2019.

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

- 3.1** The Annual Strategic Work Programme provides an overview of the reports / topics the Cabinet are likely to consider over the next 12 months.
- 3.2** Developing a work programme is one of the requirements of the Local Government Act 2000.
- 3.3** The relevant Scrutiny Committees have been identified in the work programmes as specified to be consulted as indicated it being also noted that there are opportunities at Scrutiny Committees for the Public to register to speak on matters if they wish to do so, as detailed in the Council’s Scrutiny Public Participation Guide.

4. Resources and Legal Considerations

Financial

- 4.1** There are no direct implications as a result of the report.

Employment

- 4.2** There are no direct implications as a result of the report.

Legal (Including Equalities)

- 4.3** The preparation / publication of a Forward Work Programme complies with the requirements of the Local Government Act 2000, subordinate legislation and the Council’s Constitution.

5. Background Papers

Local Government Act 2000



VALE of GLAMORGAN COUNCIL CABINET OFFICE

Cabinet Quarterly Work Programme

January 2019 - March 2019



Contents

Quarterly Work Programme: January 2019.....	3
Quarterly Work Programme: February 2019.....	10
Quarterly Work Programme: March 2019.....	21

Quarterly Work Programme: January 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
January	Cabinet Work Programme	To advise Cabinet of progress against the October – December 2018 work programme and to put in place a work programme for January – March 2019	Leader	No	No	Reported to Cabinet on 21 st January 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-21/Minutes-19-01-21.pdf
January	Capital Monitoring	To advise Cabinet of the progress on the 2018/19 Capital Programme for the period 1 st April to 30 th November 2018 and to request changes to the Capital Programme	Leader	Yes all Scrutiny Committees	No	Reported to Cabinet on 7 th January 2019. https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-07/Minutes.pdf
January	Revenue Monitoring	To advise Cabinet of the progress relating to revenue expenditure for the period 1 st April to 30 th November 2018	Leader	Yes all Scrutiny Committees	No	Reported to Cabinet on 7 th January 2019. https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-07/Minutes.pdf
January	Corporate Safeguarding	To update Cabinet Members on the work that has been undertaken during the period in relation to corporate arrangements for	Leader	Yes All Scrutiny Committees	No	Reported to Cabinet on 7 th January 2019. https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-07/Minutes.pdf

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
		safeguarding and protecting children and adults who require specific Council services. To provide overview of progress of the corporate safeguarding group work plan and other safeguarding activities taking place across the Local Authority.				07/Minutes.pdf
January	Quarter 2 Corporate Plan performance	To present the Quarter 2 performance results for the period 1 st April-30 th September 2018 for all service areas.	Leader	Yes submitted to all Scrutiny Committees in December 2018	No	Reported to Cabinet on 7 th January 2019. https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-07/Minutes.pdf
January	Introduction of Hybrid Mail for Postal Services	To obtain approval to seek tenders for the supply of a Hybrid Mail Solution subject to the completion of a satisfactory outcome of a Proof of Concept (POC) pilot exercise.	Leader	No	No	Reported to Cabinet on 7 th January 2019. https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-07/Minutes.pdf
January	Timetable of Meetings	To consider a draft timetable of meetings for the period May 2019 - May 2020.	Leader	No	No	Reported to Cabinet on 7 th January 2019. https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-07/Minutes.pdf

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
January	New Income Management System	To obtain Cabinet approval to award the contract for the supply of a replacement Income Management System, which will have additional functionality to the current system and to aid the achievement of Payment Card Industry Data Security Standard (PCI DSS) compliance.	Leader	No	No	Reported to Cabinet on 7 th January 2019. https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-07/Minutes.pdf
January	Response to Consultation on South Wales Fire and Rescue Service	To seek Cabinet approval on a response to the consultation	Leader	No	No	Reported to Cabinet on 21 st January 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-21/Minutes-19-01-21.pdf and 4 th February, 2019. https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-04/Minutes.pdf
January	Plassey Street Penarth	To seek approval of Cabinet to introduce an Experimental One-Way Traffic Regulation Order along part of Plassey Street and High Street in Penarth.	Neighbourhood Services and Transport	No	No	Report produced for consideration by Cabinet for 7 th January but deferred for further consultation with local representatives.

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
						<p>Report presented 18th February 2019</p> <p>https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-18/Minutes.pdf</p> <p>and called-in for consideration by E&R Scrutiny Committee on 7th March 2019. Referred back to Cabinet on 18th March 2019.</p>
January	Physic Garden	To seek approval for a new 25 year lease for the Physic Garden in Cowbridge and permission to dedicate and protect the garden under the Fields in Trust "Green Space for Good" programme.	Social Care Health and Leisure	No	No	<p>Reported to Cabinet on 7th January 2019. Recommendations agreed in part.</p> <p>https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-07/Minutes.pdf</p> <p>Further reported presented to Cabinet on 18th February, 2019.</p> <p>https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-18/Minutes.pdf</p>
January	21 st Century Schools Programme Band B	To seek Cabinet approval to amend the proposed	Learning and Culture	Yes	Yes	Reported to Cabinet on 7 th January

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
	update and current position	Band B phase of the 21st Century Schools Programme following recently announced changes affecting Welsh Government's intervention rate for funding.				2019. https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-07/Minutes.pdf
January (21 st)	Proposal to increase number of primary school places at St. David's Church in Wales Primary School	To advise Cabinet of the proposal to undertake a statutory consultation to increase the number of primary school places from 140 places to 210 places from September 2021.	Learning and Culture	No	No	Reported to Cabinet on 21 st January 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-21/Minutes-19-01-21.pdf
January	Housing Development Programme	1. To seek Cabinet approval to accept the surrender of the lease of the land and buildings forming the former Master Mariner Public House, currently held by S.A. Brain Ltd, for the purpose of demolishing and clearing the site for redevelopment 2. To seek Cabinet approval for the Housing Development Team to explore options for the redevelopment of the site with a view to providing a further report to Cabinet on the preferred option for	Housing and Building Services	No	No	Reported to Cabinet 7 th January 2019 – deferred for Ward Member consultation. https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-07/Minutes.pdf Will be reported following further consultation and engagement with all interested parties.

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
		redevelopment of the site once that has been endorsed by the Housing Development Strategic Project Board.				
January	Disposal of Small Parcels of Housing Owned Land	To seek Cabinet approval of seven small parcels of non-operational housing land suitable for use "incidental to the enjoyment of an adjacent dwelling house only".	Housing and Building Services	No	No	Reported to Cabinet on 21 st January 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-21/Minutes-19-01-21.pdf
January	Timebanking Project - Twelve month Monitoring report	To update Cabinet on progress implementing the Timebanking project and to propose an extension to the initial phase of the project.	Housing and Building Services	No	No	Reported to Cabinet on 21 st January 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-21/Minutes-19-01-21.pdf
January	Recovery of costs from Leaseholders	To seek approval to adopt an updated list of repayment options for leaseholders	Housing and Building Services	No	No	Reported to Cabinet on 21 st January 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-21/Minutes-19-01-21.pdf
January	Targeted Regeneration Investment Programme 2018/19 – 2020/21 update	To provide Cabinet with an update on the Welsh Government's Targeted Regeneration Investment Programme 2018/19-2020/21 prior to seeking authority to apply for	Regeneration and Planning	No	No	Reported to Cabinet on 7 th January 2019. https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-01-07/Minutes.pdf

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
		capital funding in 2018/19 financial year detailed within the Part II report later on the agenda.				

Quarterly Work Programme: February 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
February	2019/20 Pay Policy Statement	To ask Cabinet to consider and endorse the Council's Pay Policy for 2019/20 as set out prior to its submission to Council for final approval. To be published prior to 31 st March 2019 as required under the Localism Act 2011	Leader	Yes	Yes	Reported to Cabinet on 4 th February, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-04/Minutes.pdf
February	Capital Strategy 2019/20 to 2029/30	To gain approval for the Authority's Capital Strategy which will include the proposed Capital Programme for the period 2019/20 to 2023/24	Leader	No ¹	Yes	Reported to Cabinet on 18 th February, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-18/Minutes.pdf
February	Final Proposals for the Revenue Budget 2019/20	To set out the final proposal for consideration, before making recommendations to Council, in respect of the final revenue budget for the financial year 2019/20	Leader	No ¹	Yes	Reported to Cabinet on 18 th February, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-18/Minutes.pdf

¹ Reports were previously scheduled to be considered by Scrutiny Committees

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
						19/19-02-18/Minutes.pdf
February	Final Housing Revenue Account Budget Proposals 2019/20	To set the HRA budget for the financial year 2019/20 and to set the rents and service charges for the forthcoming rent year beginning on 3 rd April 2019	Leader	No ¹	Yes	Reported to Cabinet on 18 th February, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-18/Minutes.pdf
February	Treasury Management and Investment Strategy 2019/2020	To provide an interim report on the Council's Treasury Management operations for the period 1 st April 2018 to 31 st December 2018 and to submit for consideration the proposed 2019/2020 Treasury Management Annual Investment Strategy	Leader	Yes (Corporate Performance and Resources)	Yes	Reported to Cabinet on 18 th February, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-18/Minutes.pdf
February	Council Tax 2019/2020 - Unoccupied Dwellings	To set the Council Tax for 2019/20	Leader	No	Yes	Reported to Cabinet on 18 th February, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-18/Minutes.pdf

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
February	Charter between Vale of Glamorgan Council and Town and Community Councils within the Vale of Glamorgan	To update Cabinet on matters relating to the Charter	Leader	No	No	To be reported to Cabinet following further feedback from the Town and Community Councils May 2019
February	Reshaping Services – Update on Implementation	To provide Cabinet with an overview of the progress made in the Council's Reshaping Services programme	Leader	Corporate Performance and Resources	No	Reported to Cabinet on 18 th March 2019 https://www.valeofglamorgan.gov.uk/Documents/_Committee%20Reports/Cabinet/2019/19-03-18/Minutes.pdf
February	External Funding Monitoring Report	To provide an overview of the grant funding that has been accessed and how it has been used across the Council	Leader	No	No	Awaiting details on use of new process across the Council. To be reported May 2019
February	Chief Officer Appraisal System	To seek Cabinet approval for amendments to the Chief Officer Appraisal System	Leader	No	Yes	Work on a new appraisal system remains ongoing. Will be reported to Cabinet and Council before the end of 2019 with a view to implementing the new scheme in 2020.

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
February	Q2 Risk Register	To update Cabinet on the Quarter 2 position (July – September 2018) of risks contained within the Corporate Risk Register and to provide an overview of the emerging risk themes and issues	Leader	Audit Committee	No	Reference from Audit Committee reported to Cabinet 4 th February 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-04/Minutes.pdf
February	Adult Placement Service - Collaboration Agreement	To seek Cabinet approval for the Vale of Glamorgan to enter into a partnership arrangement with Bridgend Council to manage their Adult Placement Service (also known as Shared Lives) commencing 1 st May 2019	Social Care, Health and Leisure	No	No	Reported to Cabinet on 4 th February https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-04/Minutes.pdf
February	Discretionary Charging for Social Care Services (referral from HL&SC Scrutiny – 5 th February 2019)	Potential Discretionary Charges for Social Care Services	Social Care, Health and Leisure	No	No	Not referred from HLSC Scrutiny Committee
February	Fields in Trust	Further report on Fields in Trust status “Green Space for Good” programme re Physic Garden in Cowbridge	Social Care, Health and Leisure	No	No	Reported to Cabinet on 18 th February, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-04/Minutes.pdf

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
						20Reports/Cabinet/2019/19-02-18/Minutes.pdf
February	The future of Porthkerry Golf Course	To seek Cabinet approval for proposed operational changes.	Regeneration and Planning	No	No	Consideration of options has taken longer than anticipated. Will be reported in May 2019.
February	Barry Town Centre Summit	To apprise Cabinet of the report on the Summit which took place late in 2018.	Regeneration and Planning	Yes	No	Reported to Cabinet on 18 th February 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-18/Minutes.pdf
February	Proposal to increase the number of primary school places at St. Nicholas C/W Primary School	To seek Cabinet approval to undertake a statutory consultation to increase the number of primary school places.	Learning and Culture	No	No	Reported to Cabinet on 18 th February, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-18/Minutes.pdf
February	Arts Central	That Cabinet endorse the proposal to review the provision of Arts Central with a further report to be brought back to Cabinet	Learning and Culture	Yes	No	This report has been carried forward from the previous Quarter.

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
		prior to 31 st December 2018				Report to be presented in next Quarter.
February	Withdrawal of fare paying school transport services	To consult on the withdrawal of fare paying (discretionary) school transport services	Neighbourhood Services and Transport	Yes	No	Reported to Cabinet on 18 th February, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-18/Minutes.pdf
February	LED Street Lighting	To agree the arrangements for the spend of Salix loan funding to replace the remaining conventional street lighting	Neighbourhood Services and Transport	Yes (Environment and Regeneration)	No	This report has been carried forward from the last Quarter of 2018 and has been delayed due to later than expected completion of the residential LED Street Lighting Programme. The report on this future programme should be carried forward to June 2019
February	Strategic Transport Improvements in	To update Cabinet on the latest position with work	Neighbourhood Services and	No	No	Reported to Cabinet on

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
	Dinas Powys WeITAG Stage 2 Update	undertaken on the WeITAG Stage 2 Study	Transport			<p>18th February, 2019</p> <p>https://www.valeofglamorgan.gov.uk/Documents/_Committee%20Reports/Cabinet/2019/19-02-18/Minutes.pdf</p> <p>with a recommendation to E&R Scrutiny Committee, which considered the matter on 7th March 2019. References will be considered by Cabinet on 1st April, 2019</p>
February	Cesspit Rationalisation – Marcross and Croft John	To advise Cabinet of progress in implementing a new charging regime and to seek approval to write-off emptying costs incurred prior to April 2016.	Neighbourhood Services and Transport	No	No	Seeking to co-ordinate progress report on charging regime with report on an alternative sewage treatments plant option at Marcross. These reports should now be carried forward to the next quarter and scheduled for a

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
						May Cabinet
February	Llanmaes Village Flood Risk Management Scheme	To advise Cabinet of progress in delivering a flood risk management scheme in the village and seek the necessary approvals to progress to construction	Neighbourhood Services and Transport	No	No	The land approvals required were not known until all flood modelling work was completed and final scheme design commenced. This report will now be carried forward to the next quarter and scheduled for a May Cabinet
February	M4 Junction 34 to A48 WeTAG Stage 2 Update	Update Cabinet and seek its endorsement of the M4 Junction 34 WeTAG Stage Two consultation results, review group findings and further studies; enable the project to progress to WeTAG Stage 3.	Neighbourhood Services and Transport	Yes	No	This matter has been carried forward to the next quarter and will be reported on 1 st April, 2019
February	Review of Seasonal Grass Cutting	To examine the possibility of using contractors rather than a temporary workforce to undertake seasonal grass cutting	Neighbourhood Services and Transport	Yes	No	Due to a short tender return deadline and a requirement to commence urban grass cutting with the new

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
						contractor on 25 th March, 2019, delegated powers were used to award this contract. The use of delegated powers will be reports so a specific report on seasonal grass cutting is now no longer required
February	Fees and Charges for Neighbourhood and Transport Services 2019/20	To approve the fees and charges for Neighbourhood Services and Transport	Neighbourhood Services and Transport	Yes	No	Reported to Cabinet on 4 th February, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-04/Minutes.pdf
February	Draft Parking Strategy Consultation and Proposed Parking Management Policy	To approve a parking policy	Neighbourhood Services and Transport	Yes	No	Reported to Cabinet 18 th March, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-03-18/Minutes.pdf The matter will now be considered by Scrutiny Committees Environment and

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
						Regeneration and Corporate Performance and Resources)
February	Supporting People Local Commissioning Plan	To seek the adoption of the Plan	Housing and Building Services	No	No	Reported to Cabinet on 18 th February, 2019 https://www.valeofglamorgan.gov.uk/Documents/ Committee%20Reports/Cabinet/2019/19-02-18/Minutes.pdf

Quarterly Work Programme: March 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
March	Revised CAT Guidance	To revise the current Community Asset Transfer Guidance	Leader	No	No	To be reported to Cabinet next quarter following consultation with CAT Group. Slipped due to awaiting outcome of report re sports pitches
March	Staff Survey	To provide Cabinet with an overview of the results from the 2018 Staff Survey	Leader	Yes	No	Reported to Cabinet on 18 th February 2019 as part of a wider report on Staff Engagement. https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-18/Minutes.pdf Report referred to Corporate Resources Scrutiny Committee for consideration at its meeting on 14 th March, Corporate Resources recommended that the comments of the Scrutiny Committee be referred to Cabinet

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
						for their consideration and noting the approach to progressing staff engagement activities through 2019 as detailed in the report. Reference to be referred back to Cabinet April 2019
March	Q3 Risk Register	To update Cabinet on the Quarter 3 position (October-December 2018) of risks contained within the Corporate risk Register and to provide an overview of the emerging risk themes and issues	Leader	Audit Committee	No	Reference from Audit. To be reported to Cabinet on 1 st April 2019 Carried forward to the next quarter
March	Public Opinion Survey	To provide Cabinet with an overview of the results from the 2018/19 Public Opinion Survey	Leader	Yes	No	Reported to Cabinet on 18 th March, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-03-18/Minutes.pdf
March	Q3 Performance Report 2018/19	To present the Council's performance against the Corporate Plan for Q3 (October to December 2018)	Leader	All Scrutiny Committees	No	Reported to Scrutiny Committees March cycle – to be reported to Cabinet 1 st April Carried forward to the next work programme
March	Annual Improvement	To present the Annual	Leader	All Scrutiny	No	Reported to Scrutiny

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
	Plan (Part One)	Improvement Plan, Council's Service Plans and performance targets for 2019/20.		Committees		Committees March cycle – to be reported to Cabinet 1 st April Carried forward to the next work programme
March	Countryside Service Fees and Charges	To carry out the annual review of fees and charges and seek agreement for amendments.	Regeneration and Planning	No	No	Reported to Cabinet 18 th March 2019 https://www.valeofglamorgan.gov.uk/Documents/_Committee%20Reports/Cabinet/2019/19-03-18/Minutes.pdf
March	Empty Homes Strategy	To seek Cabinet approval for amendments to the Strategy.	Regeneration and Planning	No	No	Awaiting a policy change impacting on empty homes in order to report an up to date Strategy. Policy agreed by Full Council, Strategy to be reported in May 2019.
March	Biodiversity Forward Plan	To seek Cabinet endorsement of the new plan as required by The Environment Act.	Regeneration and Planning	No	No	Preparation of complex document has required more consultation and consideration than expected. To be reported in May.
March	Targeted Regeneration Investment Programme 2018/19 – 2020/21	To seek Cabinet endorsement for the local establishment and delivery in Barry of a new regional property based grant	Regeneration and Planning	No	No	Waiting WG response. Following receipt of WG response will be reported to Cabinet in

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
	Thematic Grant	scheme, funded by a Thematic Grant available through TRI/ Capital City Region.				the next quarter (May 2019)
March	Events programme	To seek Cabinet approval for the funding of events for 2019/20	Regeneration and Planning	No	No	Reported to Cabinet 18 th March 2019 https://www.valeofglamorgan.gov.uk/Documents/_Committee%20Reports/Cabinet/2019/19-03-18/Minutes.pdf
March	Response to WG Consultation on the Draft Additional Learning Needs Code	To seek Cabinet approval on consultation response.	Learning and Culture	No	No	Due to time constraints officers have responded directly in consultation with Cabinet Members
March	Acceptance of Stage 1 Tender – Pencoedtre High School	To seek Cabinet approval to appoint contractor for Pencoedtre High School. Part I and II reports.	Learning and Culture	No	No	Reported to Cabinet on 4 th March 2019 https://www.valeofglamorgan.gov.uk/Documents/_Committee%20Reports/Cabinet/2019/19-03-04/Minutes.pdf
March	Admission Arrangements	To advise Cabinet of the outcome of the Council's statutory consultation exercise on school admission arrangements for Community Schools	Learning and Culture	No	No	Will be reported to Cabinet on 1 st April 2019 Carried forward to the next work programme
March	Primary Provision in Western Vale Objection Report	To seek Cabinet determination on the objections received for Llancarfan Primary	Learning and Culture	No	No	Reported to Cabinet 4 th March, 2019 https://www.valeofglamorgan.gov.uk/Documents/_Co

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
						mmittee%20Reports/Cabinet/2019/19-03-04/Minutes.pdf with reference to L&C Scrutiny Committee on 12 th March, 2019 which referred its comments back to Cabinet for consideration on 18 th March, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-03-18/Minutes.pdf
March	Pooled Budgets	Establishment of a pooled budget for care accommodation	Social Care, Health and Leisure	No	No	Reported to Cabinet 4 th March, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-03-04/Minutes.pdf
March	Trees Strategy	To agree a strategy for the management of trees either on Council owned land or on the public highway	Social Care, Health and Leisure	Yes (Environment and Regeneration)	No	This report has been carried forward from the previous Quarter. Carried forward to June 2019
March	Development of a Local Toilet Strategy	To agree the process and consultation for the production of a Local Toilet Strategy	Social Care, Health and Leisure / Neighbourhood Services and Transport	Yes (Environment and Regeneration and Social Care and Health)	No	This report has been carried forward from previous Quarter Carried forward to May 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
March	Review of Enforcement Services	To update and review the Council's enforcement policy and procedures	Neighbourhood Services and Transport	Yes	No	Reported to Cabinet 18 th February, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-02-18/Minutes.pdf
March	Award of Supported Bus Service – Cardiff Airport Express	Seek approval to award a new Contract for this supported service, which the Vale of Glamorgan Council administers on behalf of the Welsh Government.	Neighbourhood Services and Transport	No	No	This report will not be submitted due to an innovative tender submission from one transport provider which needs further investigation by officers, the requirement to involve Welsh Government officials with the tender process and the need to source Welsh Ministerial approval on funding for the service. Due to timings it will be necessary for the award to be agreed via the use of Emergency Powers
March	Housing Related Support for Clients with a Learning Disability	To seek approval to amend the service to ensure it is compliant with Welsh Government	Housing and Building Services	No	No	Not required as delegated authority in place therefore no report submitted

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
		Supporting People compliance				
March	Homelessness Prevention Strategy 2018-2022	To report the feedback from the formal consultation on the draft Strategy and to seek its adoption	Housing and Building Services	No	No	Reported to Cabinet 4 th March, 2019 https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-03-04/Minutes.pdf [This was feedback from Scrutiny Committee only. Full report to request adoption of the Strategy following consultation going to Cabinet on 1 st April 2019]
March	Housing Business Plan	To adopt the Council's 30 year Business Plan and Housing Investment Programme prior to submission to Welsh Government by 31 st March 2019	Housing and Building Services	No	Yes	Reported to Full Council on 27 th February 2019
March	Compliance Policies Review	To agree updated policies following any amendments to legislation	Housing and Building Services	Yes	No	To be reported in May 2019 Carried forward to the next work programme
March	Housing Asset Management	To approve draft prior to tenant consultation	Housing and Building Services	No	No	To be reported in May 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
	Strategy					Carried forward to the next work programme



VALE of GLAMORGAN COUNCIL CABINET OFFICE

Cabinet Annual Strategic Forward Work Programme

May 2019 – April 2020



www.valeofglamorgan.gov.uk

Contents

Forward Work Programme: May 2019	1
Forward Work Programme: June 2019	5
Forward Work Programme: July 2019	7
Forward Work Programme: September 2019	9
Forward Work Programme: October 2019	10
Forward Work Programme: November 2019	11
Forward Work Programme: December 2019.....	13
Forward Work Programme: January 2020.....	14
Forward Work Programme: February 2020.....	155
Forward Work Programme: March 2020.....	177
Forward Work Programme: April 2020.....	199

Forward Work Programme: May 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
May	Revised Community Asset Transfer (CAT) Guidance	To seek Cabinet approval of the revised CAT Guidance	Leader	No	No
May	Charter between Vale of Glamorgan Council and Town and Community Councils within the Vale of Glamorgan	To seek Cabinet approval of the revised Charter following consultation with TCCs	Leader	No	No
May	External Funding Monitoring Report	To provide Cabinet with an overview of the progress made in the Council's Reshaping Services Programme	Leader	Yes	No
May	Reshaping Services Review	To provide Cabinet and Scrutiny Committees with an overview of progress made to date on the programme aligned to the Council's Wellbeing Objectives	Leader	Yes (all)	No
May	Review of Polling Districts, Polling Places and Polling Stations Report	To inform Cabinet of the Electoral Registration Officer's findings, proposed changes and to seek approval for public consultation	Regulatory and Legal Services	No	Yes
May	Joint report with Housing – Review of Section 106 Affordable Housing Contribution Spend and House Build Programme	To review Section 106 Affordable Housing Contribution Spend and House Build Programme	Regeneration and Planning / Housing and Building Services	ER and HSC	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
May	The future of Porthkerry Golf Course	To seek Cabinet approval for proposed operational changes	Regeneration and Planning	No	No
May	Empty Homes Strategy	To seek Cabinet approval for amendments to the Strategy	Regeneration and Planning	No	No
May	Biodiversity Forward Plan	To seek Cabinet endorsement of the new Plan as required by The Environment Act	Regeneration and Planning	No	No
May	Targeted Regeneration Investment Programme 2018/19 – 2020/21 Thematic Grant	To seek Cabinet endorsement for the local establishment and delivery in Barry of a new regional property based grant scheme, funded by a Thematic Grant available through TRI / Capital City Region	Regeneration and Planning	No	No
May	Charging Policy	To agree the proposed charges for Care and Support Services 2019/20	Social Care, Health & Leisure	No	No
May	Social Services Director's Annual Report – Challenge Version	To ensure Cabinet agree the future priorities for the service	Social Care, Health & Leisure	Yes (Healthy Living and Social Care)	No
May	Reshaping Update VS	To update Cabinet on the current reshaping position and to seek the necessary authority to progress any new initiatives.	Neighbourhood Services and Transport / Social Care, Health & Leisure	Yes (Environment and Regeneration)	No
May	Review of Schools Transport	To agree a number of changes to the way the Council provides schools transport.	Neighbourhood Services and Transport / Learning and Culture	Yes (Environment and Regeneration)	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
May	Transport Grant Funding 2019/20	To note and agree the Welsh Government Transport Grant funded schemes for the 2019/20 period.	Neighbourhood Services and Transport	Yes (Environment and Regeneration)	No
May	Cesspit Rationalisation - Marcross and Croft John	To advise Cabinet of progress in implementing a new charging regime and to seek approval to write-off emptying costs incurred prior to April 2016	Neighbourhood Services and Transport	No	No
May	Llanmaes Village Flood Risk Management Scheme	To advise Cabinet of progress in delivering a flood risk management scheme in the village and seek the necessary approvals to progress to construction	Neighbourhood Services and Transport	No	No
May	Highway Resurfacing Plan	Update report	Neighbourhood Services and Transport	Yes (Environment and Regeneration)	No
May	Housing Investment Programme Update	To update Cabinet on the position to date with the programme and to agree future stages.	Housing and Building Services	Yes (Environment and Regeneration)	No
May	Compliance Policies Review	To agree updated policies following any amendment to legislation	Housing and Building Services	Yes	No
May	Housing Asset Management Strategy	To approve draft prior to tenant consultation	Housing and Building Services	No	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
May	New Gypsy and Traveller Site Assessment	Request for approval to undertake a new Gypsy and Traveller Site Assessment process and to call for land in private ownership	Housing and Building Services	No	No
May	Housing Development Strategy	To introduce the Strategy for approval	Housing and Building Services	Yes	No
May	CCTV Review	To consider an options appraisal concerning future provision of the CCTV service (including information and analysis from SWP and other partners as part of the Safer Vale Strategy work)	Housing and Building Services	Yes	No
May	Catering Reshaping	To provide an update on the Catering Reshaping project	Learning and Culture	Yes (Learning and Culture)	No
May	Arts Central	That Cabinet endorse the proposal to review the provision of Arts Central with a further report go be brought back to Cabinet prior to 21 st December 2018	Learning and Culture	Yes	No
May	Development of a Local Toilet Strategy	To agree the process and consultation for the production of a Local Toilet Strategy	Social Care, Health and Leisure / Neighbourhood Services and Transport	Yes	No

Forward Work Programme: June 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
June	Sickness Absence Report (2018/19)	To update Cabinet on the sickness absence statistics for the 12 month period from 1 st April 2018 to 31 st March 2019	Leader	Yes (Corporate Performance and Resources)	
June	Landlord Services: Updated Rent Policy	To agree an updated rental policy for public housing.	Housing and Building Services	Yes (Homes and Safe Communities)	No
June	Creation of a One Stop Housing Support Shop	To request permission to tender and to set u a One Stop Shop in the centre of Barry	Housing and Building Services	No	No
June	Marcross Foul Waste Optional Appraisal	To consider options for sewerage treatment at Marcross	Housing and Building Services	Yes	No
June	Replacement for Town Centres Framework Scoping Report	Set out scope of replacement strategy document	Regeneration and Planning	Yes (E&R)	No
June	Annual Section 106 Report	To report on annual S106 income and expenditure	Regeneration and Planning	Yes (E&R)	No
June	Draft Supplementary Planning Guidance for Public Consultation: 1] Design in the Landscape; 2] Employment Sites and Premises; 3] Retailing and Town Centres; 4] Wellbeing	To agree consultation on SPG	Regeneration and Planning	No	No
June	Trees Strategy	To agree a strategy for the management of trees either on	Social Care, Health and	Yes (Environment and	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		Council owned land or on the public highway	Leisure	Regeneration)	
June	LED Street Lighting	To agree the arrangements for the spend of Salix loan funding to replace the remaining conventional street lighting	Neighbourhood Services and Transport	Yes	No

Forward Work Programme: July 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
July	Closure of Accounts 2018/19	To inform Cabinet of the provisional financial position of the Council for the 2018/19 financial year	Leader	Yes (All Scrutiny Committees)	No
July	Revenue Monitoring 1 st April to 31 st May 2019	To advise Cabinet of the progress relating to revenue expenditure	Leader	Yes (All Scrutiny Committees)	No
July	Capital Monitoring 1 st April to 31 st May 2019	To advise Cabinet of the progress relating to the capital programme	Leader	Yes (All Scrutiny Committees)	No
July	Budget Strategy 2020/21	To submit the Budget Strategy for 2019/20	Leader	No	No
July	Treasury Management 2018/19	To present to Cabinet the annual review report on Treasury Management 2017/18	Leader	Yes (Audit Committee)	Yes
July	Collaboration Compendium	To provide oversight of the range of strategic level collaborative working activity the Council is involved in and what is being achieved	Leader	No	No
July	Reshaping Services Update	To provide an update on the progress of the Reshaping	Leader	Yes (Corporate Performance)	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		Services Programme		and resources)	
July	Social Services Director's Annual Report – Final Version	To ensure Cabinet agree the future priorities for the service	Social Care, Health & Leisure	No	No
July	Winter Maintenance Arrangements 2019/20	To agree the winter maintenance arrangements for the 2019/20 season.	Neighbourhood Services and Transport	Yes (Environment and Regeneration)	No
July	Housing Asset Management Strategy	To agree updates and changes to the Housing Asset Management Strategy.	Housing and Building Services	Yes (Homes and Safe Communities)	No
July	Welsh Housing Quality Standards	To approve the selection of an approved contractor(s) to undertake WHQS improvement works	Housing and Building Services	Yes	No
July/Sep	Local Development Plan Annual Monitoring Report	To provide first annual monitoring on LDP	Regeneration and Planning	E&R	No

Forward Work Programme: September 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
September	Medium Term Financial Plan	To submit the draft Medium Term Financial Plan 2019/20 to 2022/23 for consideration and approval	Leader	Yes (Corporate Performance and Resources)	No
September	Vale of Glamorgan Annual Report (Part 2 Improvement Plan)	To present the Council's Annual Performance Report for Cabinet's consideration and approval, including an update on progress being made against recommendations from the Council's regulators.	Leader	Yes (all) and Audit Committee	Yes
September	Council's Agency Worker provision	To present to Cabinet progress regarding the provision	Leader	Yes (Corporate Performance and Resources)	No

Forward Work Programme: October 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
October	Revenue Monitoring 1 st April to 31 st August 2019	To advise Cabinet of the progress relating to revenue expenditure	Leader	Yes (All Scrutiny Committees)	No
October	Capital Monitoring 1 st April to 31 st August 2019	To advise Cabinet of the progress relating to the capital programme	Leader	Yes (All Scrutiny Committees)	No
October	Reshaping Services Update	To provide an update on the progress of the Reshaping Services Programme.	Leader	Yes (Corporate Performance and Resources)	No
October	Quarter 1 Performance Reporting	To present the Council's performance against the Corporate Plan for Q1	Leader	Yes (Corporate Performance and Resources)	No
October	Collaboration Compendium	To provide oversight of the range of strategic level collaborative working activity the Council is involved in and what is being achieved	Leader	No	No
October	Council Risk Register (Q4)	To present a reference from Audit Committee of the Risk Register for approval of the Council's Risk Register	Leader	No	No

Forward Work Programme: November 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
November	Treasury Management Interim 2019/20	To provide a mid-year report on the Authority's treasury management operations for the period 1 st April 2019 to 30 th September 2019	Leader	No	Yes
November	Initial Capital Programme 2020/21 to 2024/25	To gain approval for the Initial Capital Programme Proposals for 2020/21 so that they may be submitted to Scrutiny Committees for consultation and amendments to the current Capital Programme	Leader	Yes (All Scrutiny Committees)	No
November	Initial Revenue Budget Proposals 2020/21	To gain Cabinet's approval for the amended revenue budget for 2019/20 and to commence consultation on the initial revenue budget proposals for 2020/21	Leader	Yes (All Scrutiny Committees)	No
November	Initial Housing Revenue Account Budget Proposals 2020/21	To gain Cabinet's approval for the initial budget proposals for 2020/21 relating to the Housing Revenue Account so that the proposals may be submitted to Scrutiny	Leader	Yes (Homes and Safe Communities)	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		Committee for consultation and to revise the 2019/20 budget			
November	Council Risk Register (Q1)	To present a reference from Audit Committee of the Risk Register for approval the Council's Risk Register.	Leader	No	No
November	Sickness Absence Report (2019/20 – Q2)	To update Cabinet on the sickness absence statistics for the 6 month period from 1 st April 2019 to 31 st September 2019	Leader	Yes (Corporate Performance and Resources)	No
November	School Admission Arrangements Permission to Consult	Permission to consult	Learning and Culture	No	No
November	Review of Fees and Charges – Neighbourhood Services and Transport	To review and agree the fees and charges for services provided by Neighbourhood Services and Transport.	Neighbourhood Services and Transport	Yes (Environment and Regeneration)	No

Forward Work Programme: December 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
December	Chief Officer Appraisal System	To seek Cabinet approval for amendments to the Chief Officer Appraisal System	Leader	No	Yes
December	Review of Regional Transport Arrangements	To note the work to date on regional transport and to take decisions on any changes to the current Vale transport arrangements that could result.	Neighbourhood Services and Transport	Yes (Environment and Regeneration)	No
December	External Funding Monitoring Report	To provide a review of the process for external funding monitoring	Leader	No	No

Forward Work Programme: January 2020

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
January	Revenue Monitoring 1 st April to 30 th November 2019	To advise Cabinet of the progress relating to revenue expenditure	Leader	Yes (All Scrutiny Committees)	No
January	Capital Monitoring 1 st April to 30 th November 2019	To advise Cabinet of the progress relating to the Capital Programme	Leader	Yes (All Scrutiny Committees)	No
January	Reshaping Services Update	To provide an update on the progress of the Reshaping Services Programme	Leader	Yes (Corporate Performance and Resources)	No
January	Collaboration Compendium	To provide oversight of the range of strategic level collaborative working activity the Council is involved in and what is being achieved	Leader	No	No
January	Quarter 2 Performance Reporting	To present the Council's performance against the Corporate Plan for Q2	Leader	Yes (Corporate Performance and Resources)	No
January	Council Risk Register (Q2)	To present a reference from Audit Committee of the Risk Register for approval of the Council's Risk Register	Leader	No	No

Forward Work Programme: February 2020

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
February	Final Capital Proposals 2020/21 to 2024/25	To gain approval for the Final Capital Programme Proposals for the years 2020/21 to 2024/25	Leader	No	Yes
February	Final Proposals for the Revenue Budget 2020/21	The purpose of this report is to set out final proposals for Cabinet Members to consider, before making their recommendations to Council, in respect of the final revenue budget for the financial year 2020/21	Leader	No	Yes
February	Final Housing Revenue Account Budget Proposals 2020/21	To set the HRA budget for the financial year 2020/21 and to set the rents and service charges for the forthcoming rent year beginning on 2 nd April 2020	Leader	No	Yes
February	Treasury Management and Investment Strategy 2020/21	To provide an interim report on the Council's treasury management operations for the period 1 st April 2019 to 31 st December 2019 and to submit for consideration the proposed 2020/21 Treasury Management and Investment Strategy	Leader	Yes (Audit Committee)	Yes

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
February	Employee Pay Policy 2020/21	To ask Cabinet to consider and endorse the Council's Pay Policy for 2020/21 as set out prior to its submission to Council for final approval	Leader	Yes (Corporate Performance and Resources)	Yes
February	Corporate Plan	To approve a new Corporate Plan post consultation and prior to consideration by Full Council	Leader	Yes (Corporate Performance and Resources)_	Yes
February	Neighbourhood Services Fees and Charges	To set new fees and charges for the 2020/21 period.	Neighbourhood Services and Transport / Social Care, Health and Leisure	Yes (Environment and Regeneration)	No

Forward Work Programme: March 2020

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
March	Revenue Monitoring 1 st April 2019 to 31 st January 2020	To advise Cabinet of the progress relating to revenue expenditure	Leader	Yes (All Scrutiny Committees)	No
March	Capital Monitoring 1 st April 2019 to 31 st January 2020	To advise Cabinet of the progress relating to the Capital Programme	Leader	Yes (All Scrutiny Committees)	No
March	Council Annual Self-Assessment	To present the Council's Annual Self-Assessment of performance for Cabinet's consideration in line with the requirements of the Local Government Measure and Well-being of Future Generations Act	Leader	Yes (All Scrutiny Committees)	No
March	Vale of Glamorgan Wellbeing Objectives and Improvement Plan Part 1	To present the Council's Wellbeing Objectives and Improvement Plan Part 1, the associated priority actions as reflected in Service Plans and proposed improvement targets for Cabinet's consideration in line with the requirements of the Local Government Measure and Wellbeing of Future Generations Act	Leader	Yes (All Scrutiny Committees)	Yes

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
March	School Admissions Consultation Feedback	Outcome of consultation and adoption of policy	Learning and Culture	No	No
March	Events Programme	Agreement of annual programme of events and allocation of funds	Regeneration and Planning	No	No

Forward Work Programme: April 2020

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
April	Quarter 3 Performance Reporting 2018/19	To present the Council's performance against the Corporate Plan for Q3.	Leader	Yes (All Scrutiny Committees)	No
April	Collaboration Compendium	To provide oversight of the range of strategic level collaborative working activity the Council is involved in and what is being achieved	Leader	No	No
April	Reshaping Services Update	To provide an update on progress on the Reshaping Services Programme.	Leader	Yes (Corporate Performance and Resources)	Yes
April	Council Risk Register (Q3)	To present a reference from Audit Committee of the Risk Register for approval of the Council's Risk Register	Leader	No	No



VALE of GLAMORGAN COUNCIL CABINET OFFICE

Cabinet Quarterly Work Programme

April 2019 - June 2019



Contents

Quarterly Work Programme: April 2019.....	1
Quarterly Work Programme: May 2019	4
Quarterly Work Programme: June 2019	7

Quarterly Work Programme: April 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
April	Cabinet Annual Strategic Forward Work Programme May 2019 - April 2020 and Cabinet Quarterly Work Programme – April to June 2019	To inform Members of the Forward Work Programmes of the Cabinet / Council for the 12 month period May 2019 to April 2020, and the Cabinet Quarterly Work Programme from April – June 2019	Leader	No	No	
April	Q3 Risk Register	To update cabinet on the Quarter 3 position (October - December 2018) of risks contained within the Corporate Risk Register and to provide an overview of the emerging risk themes and issues	Leader	Audit Committee	No	
April	Q3 Performance Report 2018/19	To present the Council's performance against the Corporate Plan for Q3 (October to December 2018)	Leader	Reported to all Scrutiny Committees in March	No	
April	Annual Improvement Plan (Part One)	To present the Annual Improvement Plan, Council's Service Plans and performance targets for 2019/20	Leader	Reported to all Scrutiny Committees in March	No	

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
April	Strategic Collaborative Working Updates	To provide Cabinet with an update on progress to date	Leader	Yes	No	
April	Quarter 3 Risk Register	To update Cabinet on the Quarter 3 position (Oct-Dec 2018). Referral from Audit Committee	Leader	No	No	
March	Staff Survey	To provide Cabinet with an overview of the results from the 2018 Staff Survey	Leader	Yes	No	
April	Homelessness Prevention Strategy	To seek adoption of the updated Strategy following comments received from Members of the Homes and Safe Communities Scrutiny Committee and stakeholders during the formal 8 weeks consultation	Housing and Building Services	No	No	
April	Events programme	To seek Cabinet approval for the funding of events for 2019/20	Social Care, Health and Leisure	No	No	
April	Deed of Variation Vale, Valleys & Cardiff Collaborative Agreement	To agree entering into a Deed of Variation, copy of which is appended to the report, in respect of the Collaborative Agreement between Vale of Glamorgan Council, Cardiff Council, Merthyr Tydfil County Borough Council and RCT County	Social Care, Health and Leisure	No	No	

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
		Borough Council (VVC)				
April	Proposal to increase the number of primary Welsh medium school places in Barry	To advise Cabinet of the outcome of the consultation exercise undertaken on the proposal to increase the number of primary Welsh medium school places in Barry	Learning and Culture	No	No	
April	Admission Arrangements	To advise Cabinet of the outcome of the Council's statutory consultation exercise on school admission arrangements for Community Schools	Learning and Culture	No	No	
April	M4 Junction 34 to A48 WeITAG Stage 2 Update	Update Cabinet and seek its endorsement of the M4 Junction 34 WeITAG Stage Two consultation results, review group findings and further studies; enable the project to progress to WeITAG Stage 3	Neighbourhood Services and Transport	Yes	No	

Quarterly Work Programme: May 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
May	Revised CAT Guidance	To seek Cabinet approval of the revised CAT Guidance.	Leader	No	No	
May	Charter between Vale of Glamorgan Council and Town and Community Councils within the Vale of Glamorgan	To update Cabinet on matters relating to the Charter	Leader	No	No	
May	External Funding Monitoring Report	To provide Cabinet with an overview of the progress made in the Council's Reshaping Services programme	Leader	Yes	No	
May	Reshaping Services Review	To provide Cabinet and Scrutiny Committees with an overview of progress made to date on the programme aligned to the Council's Wellbeing Objectives	Leader	Yes (all)	No	
May	Review of Polling Districts, Polling Places and Polling Stations Report	To inform Cabinet of the Electoral Registration Officer's findings, proposed changes and to seek approval for public consultation	Regulatory and Legal Services	No	Yes	
May	CCTV Review	To consider an options	Housing and	Yes	No	

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
		appraisal concerning future provision of the CCTV service (including information and analysis from SWP and other partners as part of the Safer Vale Strategy work)	Building Services			
May	New Gypsy and Traveller Site Assessment	Request for approval undertake a new Gypsy and Traveller Site Assessment process and to call for land in private ownership	Housing and Building Services	No	No	
May	Compliance Policies Review	To agree updated policies following any amendments to legislation	Housing and Building Services	Yes	No	
May	Housing Asset Management Strategy	To approve draft prior to tenant consultation	Housing and Building Services	No	No	
May	Housing Investment Programme Update	To update Cabinet on the position to date with the programme and to agree future stages	Housing and Building Services	Yes	No	
May	Housing Development Strategy	To introduce the Strategy for approval	Housing and Building Services	Yes	No	
May	Arts Central	The Cabinet endorse the proposal to review the provision of Arts Central with a further report to be brought back to Cabinet prior to 31 st December	Learning and Culture	Yes	No	

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
		2018				
May	Catering Reshaping	To provide an update on the Catering Reshaping project	Learning and Culture	Yes	No	
May	The future of Porthkerry Golf Course	To seek Cabinet approval for proposed operational changes.	Regeneration and Planning	No	No	
May	Empty Homes Strategy	To seek Cabinet approval for amendments to the Strategy	Regeneration and Planning	No	No	
May	Biodiversity Forward Plan	To seek Cabinet endorsement of the new Plan as required by The Environment Act	Regeneration and Planning	No	No	
May	Targeted Regeneration Investment Programme 2019-19 – 2020/21 Thematic Grant	To seek Cabinet endorsement for the local establishment and delivery in Barry of a new regional property based grant scheme, funded by a Thematic Grant available through TRI / Capital City Region	Regeneration and Planning	No	No	
May	Cesspit Rationalisation – Marcross and Croft John	To advise Cabinet of progress in implementing a new charging regime and to seek approval to write-off emptying costs incurred prior to April 2016.	Neighbourhood Services and Transport	No	No	

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
May	Llanmaes Village Flood Risk Management Scheme	To advise Cabinet of progress in delivering a flood risk management scheme in the village and seek the necessary approvals to progress to construction	Neighbourhood Services and Transport	No	No	
May	Transport Grant Funding 2019 / 20	To note and agree the Welsh Government Transport Grant funded schemes for the 2019/20 period	Neighbourhood Services and Transport	Yes	No	
May	Highway Resurfacing Plan	Update report	Neighbourhood Services and Transport	Yes	No	
May	Charging Policy	To agree the proposed changes for Care and Support Services 2019/20	Social Care, Health and Leisure	No	No	
May	Social Services Director's Annual Report - Challenge Version	To ensure Cabinet agree the future provisions for the service	Social Care, Health and Leisure	Yes	No	
May	Reshaping Services VS	To update Cabinet on the current reshaping position and to seek the necessary authority to progress any new initiatives	Neighbourhood Services and Transport / Social Care, Health and Leisure	Yes	No	
May	Development of a Local Toilet Strategy	To agree the process and consultation for the production of a Local Toilet Strategy	Social Care, Health and Leisure / Neighbourhood Services and Transport	Yes	No	

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
May	Review of Schools Transport	To agree a number of changes to the way the Council provides schools transport	Neighbourhood Services and Transport / Learning and Culture	Yes	No	
May	Joint Report with Housing - Review of Section 106 Affordable Housing Contribution Spend and House Build Programme	To review Section 106 Affordable Housing Contribution Spend and House Build Programme	Regeneration and Planning / Housing and Building Services	ER and HSC	No	

Quarterly Work Programme: June 2019

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
June	Sickness Absence Report 2018/19	To update Cabinet on the sickness absence statistics for the 12 month period from 1 st April, 2018 to 31 st March, 2019	Leader	Yes		
June	Landlord Service - Updated Rent Policy	To agree an updated rental policy for public housing	Housing and Building Services	Yes	No	
June	Creation of a One Stop Housing Support Shop	To request permission to tender and to set up a One Stop Shop in the centre of Barry	Housing and Building Services	No	No	
June	Marcross Foul Waste Optional Appraisal	To consider options for sewerage treatment at Marcross	Housing and Building Services	Yes	No	
June	Trees Strategy	To agree a strategy for the management of trees either on Council owned land or on the public highway	Social Care, Health and Leisure	Yes	No	
June	LED Street Lighting	To agree the arrangements for the spend of Salix loan funding to replace the remaining conventional street lighting	Neighbourhood Services and Transport	Yes	No	

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No	Update / Reason Not Submitted
June	Replacement for Town Centres Framework Scoping Report	Set out scope of replacement strategy document	Regeneration and Planning	Yes	No	
June	Annual Section 106 Report	To report on annual S106 income and expenditure	Regeneration and Planning	Yes	No	
June	Draft Supplementary Planning Guidance for public consultation: 1. Design in the landscape; 2. Employment sites and premises; 3. Retailing and town centres; 4. Wellbeing	To agree consultation on SPG	Regeneration and Planning	No	No	