

Meeting of:	Corporate Performance and Resources Scrutiny Committee
Date of Meeting:	Wednesday, 23 September 2020
Relevant Scrutiny Committee:	Corporate Performance and Resources
Report Title:	4th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2020/21.
Purpose of Report:	To report progress on the Scrutiny recommendations for 2019/20 as would have been received in May 2020 and to confirm the Committee's Work Programme for 2020/21.
Report Owner:	Rob Thomas, Managing Director
Responsible Officer:	Karen Bowen, Principal Democratic and Scrutiny Services Officer
Elected Member and Officer Consultation:	None
Policy Framework:	This report is in accordance with the recommendations of the WAO Democratic Renewal report and acknowledges the recommendations of the review of the Council's scrutiny function.
<p>Executive Summary:</p> <ul style="list-style-type: none"> • The report advises Members of progress in relation to the Scrutiny Committee's recommendations and a suggested Work Programme Schedule for 2020/21: <ul style="list-style-type: none"> - 4th Quarter January to March 2020 (Appendix A); - 2nd Quarter July to September 2019 (Appendix B); - Suggested Work Programme Schedule for 2020/21 (Appendix C); and - Emergency Power Decisions relating to the remit of the Committee (Appendix D). 	

Recommendations

1. That the views of the Committee on the status of the actions listed in Appendices A and B to the report be sought.
2. That the suggested Work Programme Schedule attached at Appendix C be approved and uploaded to the Council's website.
3. That the use of Emergency Power Decisions taken during the national lockdown at Appendix D be noted in context to the Committee's Forward Work Programme planning.

Reasons for Recommendations

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

1. Background

1.1 An integral part of effective scrutiny is a mechanism for Scrutiny Committees to monitor their recommendations to ensure that desired actions are carried out and where necessary progress is reported back.

1.2 The Work Programme Schedule provides a breakdown of reports anticipated to be considered by the Scrutiny Committee over the forthcoming months.

As a result of the implications of COVID-19, the Leader and Chairmen of Council Committees on 16th March, 2020 agreed that all meetings of the Council except for Cabinet on 23rd March, 2020 be cancelled for the foreseeable future. As such, the Scrutiny Work Programme Schedules were suspended.

1.3 Items that could not wait for the timetable of meetings to reconvene and were considered urgent as a result of the COVID-19 pandemic were dealt with using the Managing Director's Emergency Powers and decisions taken under Emergency Powers had been in line with the Cabinet report of the 23rd March, 2020 and regularly published on the Vale of Glamorgan Council website.

1.4 At its meeting of the 27th July, 2020 Cabinet considered a 'Reinstatement of Timetable of Meetings: September 2020 to May 2021' report (Minute No. 311) and agreed that the Timetable of Meetings that had been suspended as a result of the COVID-19 pandemic be re-instated from September 2020 (including Scrutiny), subject to any future changes in arrangements for meetings deemed appropriate by the Mayor of the Council or the relevant Committee Chairman. This included the reinstatement of the Scrutiny Committees' Work Programme Schedules.

2. Key Issues for Consideration

- 2.1** Appendices A and B attached to this report set out the recommendations of the Scrutiny Committee prior to Leader and Chairmen of Council Committees' decision to suspend all meetings on 16th March, 2020 and Members are requested to review progress against each recommendation, to assess whether further action may be required, ensure the required action is undertaken and to confirm which recommendations are to be agreed as completed.
- 2.2** It is important that Scrutiny Committee decisions are tracked and monitored as failure to do so could result in a risk that recommended courses of action will not be followed and consequently lost. This would undermine the credibility of the scrutiny process.
- 2.3** Appendix D sets out decisions made by the Managing Director of the Council under Emergency Powers during the national lockdown, relating to matters within the Committee's remit, and therefore provides members with an overview of decisions made that may affect the Committee's Forward Work Programme planning for 2020/21.
- 2.4** Members are also requested to confirm approval of the suggested Scrutiny Committee Work Programme Schedule attached at Appendix C, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.
- 2.5** Due to meetings being suspended as a result of the national pandemic, there are only eight ordinary meetings of the Committee remaining for the current municipal year (May 2020 - April 2021).
- 2.6** The Work Programme has been aligned to the Cabinet Forward Work Programme. The Scrutiny and Cabinet Roles and Responsibilities Protocol Point 7.6 states it is essential that the Cabinet Work Programme is taken into account when Scrutiny Committees are drawing up their own Work Programmes and also details reports that have been requested by the Scrutiny Committee together with items that require regular monitoring and scrutiny. Other reports will be added to the schedule as and when necessity arises. The schedule will also detail Requests for Consideration that have been received and the consideration given by officers of the likely date they can be reported to the relevant Committee. With regard to Call-in Requests that are made following decisions of Cabinet, as these are required to be dealt with within 20 working days of a Cabinet decision (as per the Council's Constitution), they will be included within the Programme as and when received.
- 2.7** Members are asked to consider the priorities for 2020/21 for their Committee - including those suggested in the Coronavirus Update Presentation by the Director/Heads of Service.
- 2.8** Discussions in relation to broadening the Work Programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chairmen and Vice-Chairmen Group having regard to resource implications and corporate priorities.

2.9 The last published Work Programme can also be found on the Council's website at: https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/scrutiny/scrutiny_committees.aspx

2.10 Please note that the Work Programme was unable to be agreed and published in May due to the suspension of the meeting timetable due to COVID-19.

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

3.1 The Scrutiny Committees have a responsibility to report annually to the Council their future work programmes.

3.2 Scrutiny Committee forward work programmes are published by the Council which encourages engagement / involvement by the public in the decision-making process.

3.3 The Scrutiny Public Participation Guide can be found at <https://www.valeofglamorgan.gov.uk/Documents/Our%20Council/Scrutiny/Guidance/Public-Scrutiny-Booklet.pdf>

3.4 The Scrutiny work programme provides details of reports and items proposed to be considered by the Committee over the coming year.

4. Resources and Legal Considerations

Financial

4.1 None as a direct result of this report.

Employment

4.2 None as a direct result of this report.

Legal (Including Equalities)

4.3 None as a direct result of this report.

5. Background Papers

Relevant Scrutiny Committee and Cabinet minutes:

https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/minutes_agendas_and_reports/agendas/Scrutiny-HLSC/Scrutiny-Healthy-Living-and-Social-Care.aspx

https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/minutes_agendas_and_reports/agendas/cabinet/Cabinet-Agendas.aspx

Uncompleted Recommendations

4th Quarter 2019/20

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

05 February 2020				
Min. No. 654 – Withdrawal of Discretionary Funding for Fare Paying School Transport Services (Which do Not Cater for Pupils who Qualify for Free School Transport) (REF) – Recommended				
<p>That the Committee's comments regarding the proposal and consultation be forwarded to Cabinet as below:</p> <ul style="list-style-type: none"> The position regarding the anticipated savings to be made by the proposal and this year's revenue budget could have been made clearer within the report; The proposal risked discriminating against pupils from rural areas and those attending Welsh medium schools, due to their need to often travel further outside their local communities to attend school; A second assessment of the safety of the Active Travel route between Ystadowen and Llansannor Primary School be undertaken; Committee Members had concerns regarding the proposal's impact on climate change due to the potential of an increase in the number of cars on the road following the withdrawal of bus services, although acknowledged that the proposal did aim to encourage Active Travel between home and school; Information regarding the safe Active Travel routes between home and school should be more widely publicised The criteria applied in instances wherein parents wished to apply for free home to school transport due to a perceived lack of safety of identified Active Travel routes be more widely publicised. 			<p>Cabinet, at its meeting on 24th February, 2020 resolved</p> <p>[1] That Cabinet felt the report had already made clear the position regarding the anticipated savings to be made by the proposal and this year's revenue budget but would be considered within the next report to Cabinet to finalise the proposals which would come forward as soon as possible.</p> <p>[2] That discussion had taken place at the Scrutiny meeting concerning whether there was discrimination against pupils from rural areas and those attending Welsh medium schools. Cabinet considered that those who were eligible for free travel within the established criteria were offered the service, and those who were not eligible was often due to parental preference.</p> <p>[3] That a second assessment of the safety of the Active Travel route between Ystradowen and Llansannor Primary School is reasonable.</p> <p>[4] That Cabinet noted the potential of an increase in the number of cars on the road following the withdrawal of bus services but acknowledged that the proposal did aim to encourage Active Travel between home and school.</p> <p>[5] That information regarding the safe Active Travel routes between home and school would be more widely publicised. (Min. No. C229 refers)</p>	Completed

Uncompleted Recommendations

4th Quarter 2019/20

SCRUTINY DECISION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE				
Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
Min. No. 655 – Pay Policy 2020/2021 (REF) – Recommended				
(2) That the comments of the Committee as below be submitted to Cabinet for its consideration: <ul style="list-style-type: none"> more clarity should be provided regarding how performance based assessments were carried out for members of staff eligible for non-consolidated increments within their pay ranges; further benchmarking be undertaken in relation to Chief Officer and Senior Officer salaries ; the Council should continue to reduce the gender pay gap with the aim for all scale levels to have equal representation 			Cabinet, at its meeting on 24 th February, 2020 resolved [1] That the Pay Policy be approved with Cabinet noting that the report was to be presented to Full Council for final consideration and approval on 26 th February, 2020. [2] That <ul style="list-style-type: none"> performance-based assessments carried out for members of staff eligible for non-consolidated increments within their pay ranges are conducted using the Hays structure, the details of which can be made available to Scrutiny; that further benchmarking be undertaken in relation to Chief Officer and Senior Officer salaries for Scrutiny; the Council would continue to reduce the gender pay gap with the aim for all scale levels to have equal representation. [3] That it be noted that further reports as outlined in Recommendation [2] above be presented for discussion at future Scrutiny Committee meetings. (Min. No. C230 refers)	Completed
(3) That further reports as outlined in Recommendation (2) above be presented for discussion at future Scrutiny Committee meetings.			To be included in future reports within the forward work programme.	Completed
Min. No. 656 – Final Proposals for the Revenue Budget 2020/21 (REF) – Recommended				
(2) That the Wales Audit Office report as highlighted above in respect of Local Authority reserves in Wales be forwarded to all Members of the Committee for their information.			The Head of Finance/Section 151 Officer advised that following discussions with the Leader, it was decided not to circulate the report.	Completed

Uncompleted Recommendations

4th Quarter 2019/20

SCRUTINY DECISION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE

Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
(3) That the Committee receives a report to a future meeting to provide the opportunity for further analysis and consideration of Local Authority reserves.			Added to the Committee's forward work programme.	Completed
(4) That the details as outlined at Appendix H to the report be highlighted to Full Council when the report is to be presented.			<p>Cabinet, at its meeting on 10th February, 2020 noted the report and resolved</p> <p>[3] That the details as outlined at Appendix H to the report be highlighted to Full Council by the Leader when the report is to be presented. (Min. No. C225 refers)</p> <p>Full Council, at its meeting on 26th February, 2020 resolved</p> <p>[1] That the budget for 2020/21 be fixed at £240.438 million including a provision of £290k for discretionary rate relief to rural shops and post offices and charitable organisations.</p> <p>[2] That the budgets for 2020/21 as set out in Appendix C to the report and in the following table be approved:</p> <p style="margin-left: 40px;">Schools Strategy, Culture, Community Learning & Resources Additional Learning Needs Standards and Provision Directors Office Children & Young People Adult Services Resource Management & Safeguarding Youth Offending Service Neighbourhood & Transport Services Building Services Regulatory Services</p>	Completed

Uncompleted Recommendations

4th Quarter 2019/20

SCRUTINY DECISION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE				
Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
			Council Fund Housing Resources Regeneration Development Management Private Housing General Policy Use of Reserves Grand Total	
			[3] That the recommendations regarding Net Growth for 2020/21 as set out in Appendix D and Efficiencies for 2020/21 as set out in Appendix E to the report be approved. [4] That the proposed draft report on Education Budget and Indicator Based Assessment (IBA) at Appendix A to the report be endorsed and the Director of Learning and Skills make arrangements for it to be forwarded to the School Budget Forum. (Min. No. 711 refers)	
Min. No. 658 – Draft Vale of Glamorgan Council Corporate Plan 2020-25 (REF) – Recommended				
(2) That Cabinet be requested to ensure that appropriate feedback is given to consultees e.g. Youth Cabinet etc.			Cabinet, at its meeting on 10 th February, 2020 resolved that the report be noted and appropriate feedback is given to all statutory consultees. (Min. No. C226 refers)	Completed
Min. No. 661 – 3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2019/20 (MD) – Recommended				
(2) That the work programme schedule attached at Appendix B to the report be updated to include the additional reports as outlined below and subsequently uploaded to the Council's website: (i) That the Committee receives further reports having regard to the following: <ul style="list-style-type: none"> more clarity should be provided regarding how 			Work programme schedule updated and uploaded to the Council's website.	Completed

Uncompleted Recommendations

4th Quarter 2019/20

SCRUTINY DECISION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE				
Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
<p>performance based assessments are carried out for members of staff eligible for non-consolidated increments within their pay ranges;</p> <ul style="list-style-type: none"> further benchmarking be undertaken in relation to Chief Officer and Senior Officer salaries; the Council should continue to reduce the gender pay gap with the aim for all scale levels to have equal representation; <p>(ii) A report to be presented for the Committee to undertake further analysis and consideration of Local Authority reserves.</p>				
03 March 2020				
<p>Min. No. 723 – Car Parking – Guiding Principles and Charges (REF) – Recommended</p> <p>(2) That the Scrutiny Committee's views be referred back to Cabinet in order that the proposed Car Parking – Guiding Principles and Charges 2020/21 and Equality Impact Assessment at Appendices 1 and 2 can be further considered by Cabinet.</p>	Corporate Performance & Resources		<p>Cabinet, at its meeting on 23rd March, resolved that the reference be noted and the comments considered together with item 20 later on the agenda (Min. No. C276 refers) and</p> <p>[1] That the proposed Car Parking – Guiding Principles and Charges and Equality Impact Assessment as attached at Appendices 1 and 2 to the report be agreed.</p> <p>[2] That delegated authority be granted to the Director of Environment and Housing in consultation with the Leader, the Cabinet Member for Neighbourhood Services and Transport, the Managing Director and Head of Finance to source the most economically advantageous method of financing the purchase and installation of equipment for car parks as required to support the implementation of this Policy.</p> <p>[3] That a further report be received by Cabinet and the Corporate Performance and Resources Scrutiny Committee in mid 2021 providing an update on the</p>	Completed

Uncompleted Recommendations

4th Quarter 2019/20

Jan - Mar 2020

SCRUTINY DECISION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE

Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
			<p>implementation of the proposed Car Parking – Guiding Principles and Charges Document.</p> <p>[4] That a further report be received by Cabinet providing an update on Enforcement of Parking in the Vale of Glamorgan.</p> <p>[5] That a further report be received by Cabinet detailing the arrangements for improving Leisure Centre users parking in Barry, Cowbridge and Penarth.</p> <p>[6] That a further report be received in relation to parking arrangements in Llantwit Major, following the conclusion of discussions with Llantwit Major Town Council.</p> <p>[7] That a further report be presented to Cabinet detailing future arrangements for resident only parking.</p> <p>[8] That the commencement of car parking charges and the implementation of Resolutions [1] and [2] above be delayed, to be implemented at an appropriate date following consultation with the relevant Cabinet Member and Leader or Deputy Leader and Head of Service or appropriate Deputy.</p> <p>[9] That Resolutions [3] – [8] be deferred to a future Cabinet meeting until such time as deemed appropriate by the Director of Environment and Housing or in his absence the Head of Neighbourhood Services and Transport in consultation with the Cabinet Member for Neighbourhood Services and Transport or Deputy Leader in light of the COVID 19 pandemic.</p> <p>[10] That the use of Article 14.14.2(ii) of the Council's Constitution (urgent decision procedure) be authorised in respect of Resolutions [1], [2], [8] and [9] above.</p> <p>(Min. No. C291 refers)</p>	

Uncompleted Recommendations

4th Quarter 2019/20

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

(3) That a further report be received by the Committee providing an update on the implementation of the proposed Car Parking – Guiding Principles and Charges in the middle half of 2021.			Added to work programme schedule.	Completed
Min. No. 724 – Presentation: Digital Strategy – Customer and Employee – Recommended	Corporate Performance & Resources			
(2) That a further report on the progress of the Digital Strategy be provided to a future Committee meeting.			Added to work programme schedule.	Completed
(3) That Elected Members have the opportunity to visit the C1V Contact Centre in the near future.			Site visit to be arranged. Due to the Covid 19 pandemic the meeting has yet to be arranged.	Ongoing
Min. No. 726 – Vale of Glamorgan Council – Proposed Fees and Charges for 2020/21 (MD) – Recommended	Corporate Performance & Resources			
(2) That the comments of the Scrutiny Committee be referred to Cabinet to consider when making their final determination.			Cabinet, at its meeting on 9 th March, resolved	Completed
(4) That a subsequent report to look at benchmarking of fees and charges be produced.			[1] That a further report will be presented to Cabinet in relation to Tranche 2, single use sports ground project during 2020/21.	
(5) That a further report be produced looking at the comparison of income derived from Football over recent years and the number of teams so as to inform decision making at Cabinet.			[2] That a subsequent report to look at benchmarking of fees and charges be produced, for consideration by the Scrutiny Committee and Cabinet. [3] That a further report be produced looking at the comparison of income derived from Football over recent years and the number of teams so as to inform decision making at Cabinet. (Min. No. C257 refers)	

Uncompleted Recommendations

3rd Quarter 2019-20

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

24 October 2019				
Min. No. 419 – Other Musculoskeletal Absence 2018/19 and 2019/20 (MD) – Recommended				
(1) That arrangements be made for Members of the Scrutiny Committee to undertake a visit to the BSC.			Site visit to be held at the BSC on 5 th February, 2020 at 4.00 p.m. Due to completing commitments at the time, the visit was unable to take place.	Ongoing
27 November 2019				
Min. No. 481 – Draft Vale of Glamorgan Council Corporate Plan 2020-25 (REF) – Recommended	Corporate Performance & Resources			
That the Committee's comments be considered by the Head of Service when finalising the document.			To be included for consideration within the Corporate Plan.	Completed
19 December 2019				
Min. No. 571 – Initial Housing Revenue Account (HRA) Budget Proposals 2020/21 and Revised Budget 2019/20 (DEH) – Recommended	Corporate Performance & Resources			
(2) That the Head of Finance provide details on how the provision for bad debt figures were calculated in the Housing Revenue Account estimates.			On 23 rd December, 2019, the Head of Finance sent an email to all Members of the Scrutiny Committee confirming that the bad debt provision was calculated at 6% of the previous year's outturn for total dwelling rents and service charge income.	Completed



Vale of Glamorgan Council CORPORATE PERFORMANCE AND
RESOURCES Scrutiny Committee

Forward Work Programme

September 2020 – April 2021

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
Recess						
September	Presentation – Working Towards Recovery – September 2020	Original presentation	Update to Scrutiny regarding the response and recovery made by the Vale Council with regard to the Coronavirus	That Members are aware of the response and recovery made by the Vale Council with regard to the Coronavirus	Tom Bowring Head of Policy & Business Transformation 01446 709766 TBowring@valeofglamorgan.gov.uk	To be considered on 23 rd Sept 2020
September	Annual Delivery Plan Monitoring Report: Quarter 1 Performance 2020/21	First report of its kind. ADP Approved under Emergency Powers during the Covid-19 pandemic; Tranche 4: EP COVID-19 50.	To present quarter 1 performance results for the period 1st April 2020 to 30th June 2020 in delivering our Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	That Members consider performance results and progress towards achieving the Annual Delivery Plan 2020/21. As well as the Council is effectively assessing its performance in line with the requirement to secure continuous improvement outlined in the Local Government Measure (Wales) 2009 and reflecting the requirement of the Well-being of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the well-being goals for Wales.	Julia Archampong Corporate Performance Manager 01446 709318 jarchampong@valeofglamorgan.gov.uk	To be considered on 23 rd Sept 2020

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
September	CFWP – Revenue Monitoring for the Period 1st April to 31st July 2020	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue expenditure for the period 1st April to 31st July 2020	That Scrutiny Committee consider the position with regard to the 2019/20 revenue budget.	Carys Lord, Head of Finance / Section 151 Officer, 01446 709254 CLLord@valeofglamorgan.gov.uk	To be considered on 23 rd Sept 2020
September	CFWP - Capital Monitoring for the Period 1 st April to 31 st July 2020	Cabinet Forward Work Programme Item.	To advise Scrutiny Committee of the progress on the 2020/21 Capital Programme for the period 1st April 2020 to 31st July 2020 and to request changes to the Capital Programme.	<ol style="list-style-type: none"> 1. To advise Committee of the progress on the Capital Programme. 2. To advise Committee of the use of Delegated Authority. 3. To advise Committee of the use of Emergency Powers. 4. To enable the Capital Economic Regeneration Reserve to be managed effectively. 5. To allow schemes to proceed in the current and future financial years. 	Carys Lord, Head of Finance / Section 151 Officer, 01446 709254 CLLord@valeofglamorgan.gov.uk	To be considered on 23 rd Sept 2020
September	4th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme	Previous report: 3rd Quarter 19/20	To report progress on the Scrutiny recommendations and to confirm the Committee's work programme for 2020/21.	To maintain effective tracking of the Committee's recommendations. That the updated Work Programme Schedule be approved and uploaded to the Council's website.	Karen Bowen Principal Democratic and Scrutiny Services Officer 01446 709279 KBowen@valeofglamorgan.gov.uk	To be considered on 23 rd Sept 2020

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
	Schedule 2020/21					
October	CFWP – Reshaping Services Update	Cabinet Forward Work Programme Item.	To provide Cabinet/Scrutiny with an update on the progress being made to implement projects and initiatives within the Reshaping Services Programme	To provide the Corporate Performance and Resources Scrutiny Committee with an opportunity to consider the progress being made on the Programme as the lead Committee for the Programme.	Tom Bowring Head of Policy & Business Transformation 01446 709766 TBowring@valeofglamorgan.gov.uk	
October	Vale of Glamorgan Annual Report (Improvement Plan Part 2) / End of Year/Q4 Performance Report (to be combined with the End of Year 2019/20 Corporate Plan	Cabinet Forward Work Programme Item.	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.	That progress towards achieving key outcomes in line with the Corporate Plan is made.	Tom Bowring Head of Policy & Business Transformation 01446 709766 TBowring@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
	Performance Report					
October	Medium Term Financial Plan	Cabinet Forward Work Programme Item.	To submit the draft Medium-Term Financial Plan 2019/20 to 2022/23 for consideration and approval	To facilitate the integration of medium-term financial planning into the corporate and budget process. To consider the comments of the Scrutiny Committee.	Carys Lord, Head of Finance / Section 151 Officer, 01446 709254 CLLord@valeofglamorgan.gov.uk	
October	Public Services Board update The Committee agreed on 15 th July 2020 for regular reports to be presented	Previous report here.	Reports in respect of matters being considered by the Public Services Board.	To enable the Committee to consider the work being undertaken by the Vale of Glamorgan Public Services Board.	Tom Bowring Head of Policy & Business Transformation 01446 709766 TBowring@valeofglamorgan.gov.uk	
October	2nd Quarter Decision Tracking and Updated Forward Work Programme	Previous Report: 4th Quarter Report 19/20. 1st Quarter Report 20/21 not presented due to meetings	To report progress on the Scrutiny recommendations and to confirm the Committee's work programme for 2020/21	1. To maintain effective tracking of the Committee's recommendations. 2. That the updated Work Programme Schedule be approved and uploaded to the Council's website.	Karen Bowen Principal Democratic and Scrutiny Services Officer 01446 709856 KBowen@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
		cancelled during Covic-19 pandemic.				
October	Vale of Glamorgan Annual Report (Improvement Plan Part 2) / End of Year/Q4 Performance Report (to be combined with the End of Year 2019/20 Corporate Plan Performance Report	Cabinet Forward Work Programme Item.	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.	That progress towards achieving key outcomes in line with the Corporate Plan is made.	Tom Bowring Head of Policy & Business Transformation 01446 709766 TBowring@valeofglamorgan.gov.uk	
November	CFWP – Sickness Absence Report 2020/21 Q2	Cabinet Forward Work Programme Item.	To update Cabinet/Scrutiny Members on the sickness absence statistics for the previous 12-month period.	To enable the Scrutiny Committee to maintain a continued focus on the management of sickness absence throughout all services of the Council and to make recommendations to Cabinet, as appropriate.	Laithe Bonni, Operational Manager Employee Services 01446 709214 lsbonni@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
December	CFWP – Initial Capital Programme Budget Proposals	Cabinet Forward Work Programme Item.	To submit the Initial Capital Programme Proposals to Scrutiny for consideration.	In order to gain the views of the Scrutiny Committees, to note amendments to the Capital Programme and any use of Delegated Authority.	Carys Lord, Head of Finance / Section 151 Officer, 01446 709254 CLLord@valeofglamorgan.gov.uk	
December	CFWP – Initial Revenue Programme Budget Proposals	Cabinet Forward Work Programme Item.	To inform Scrutiny Committee of the amended revenue budget and to submit for consultation the initial revenue budget proposals.	In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Carys Lord, Head of Finance / Section 151 Officer, 01446 709254 CLLord@valeofglamorgan.gov.uk	
December	CFWP – Initial Housing Revenue Account Budget Proposals	Cabinet Forward Work Programme Item.	To advise Scrutiny Committee of the amended Housing Revenue Account budget and the initial Housing Revenue Account budget proposals.	1.To facilitate monitoring of the amended Housing Revenue Account budget. 2. In order that Cabinet be informed of the comments of the Scrutiny Committee(s) before making a final proposal on the budget.	Carys Lord, Head of Finance / Section 151 Officer, 01446 709254 CLLord@valeofglamorgan.gov.uk	
December	Corporate Safeguarding Mid-Year Report	Cabinet Forward Work Programme Item.	To consider the work that has been taken to improve Corporate	To ensure corporate wide scrutiny of these arrangements.	Lance Carver Director of Social Services 01446 704678	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
	(reference from Cabinet)		Safeguarding and the protection of children and adults.		lcarver@valeofglamorgan.gov.uk	
January	CFWP – Revenue Monitoring 1st April to 30th November 2020	Cabinet Forward Work Programme Item.	To advise Scrutiny Committee of the Progress relating to revenue expenditure for the period 1st April to 30th November 2020.	That Scrutiny Committee consider the position with regard to the 2020/21 revenue budget.	Carys Lord, Head of Finance / Section 151 Officer, 01446 709254 CLLord@valeofglamorgan.gov.uk	
January	CFWP – Capital Monitoring 1st April to 30th November 2020	Cabinet Forward Work Programme Item.	To advise Scrutiny Committee of the progress on the 2020/21 Capital Programme for the period 1st April to 30th November 2020 and to request changes to the Capital Programme.	That Committee notes the progress made on the 2020/21 Capital Programme.	Carys Lord, Head of Finance / Section 151 Officer, 01446 709254 CLLord@valeofglamorgan.gov.uk	
January	CFWP – Reshaping Services Update	Cabinet Forward Work Programme Item.	To provide Cabinet/Scrutiny with an update on the progress being	To provide the Corporate Performance and Resources Scrutiny Committee with an opportunity to consider the progress	Tom Bowring Head of Policy & Business Transformation	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			made to implement projects and initiatives within the Reshaping Services Programme	being made on the Programme as the lead Committee for the Programme.	01446 709766 TBowring@valeofglamorgan.gov.uk	
January	3rd Quarter Decision Tracking and Updated Forward Work Programme		To report progress on the Scrutiny recommendations and to confirm the Committee's work programme for 2020/21	1. To maintain effective tracking of the Committee's recommendations. 2. That the updated Work Programme Schedule be approved and uploaded to the Council's website.	Karen Bowen Principal Democratic and Scrutiny Services Officer 01446 709856 KBowen@valeofglamorgan.gov.uk	
January	Q2 2020/21 Performance Report	Cabinet Forward Work Programme Item.	To present Q2 performance in relation to Corporate Health priorities as outlined in the Corporate Plan.	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes aimed at making a positive difference to the lives of Vale of Glamorgan citizens. To ensure the Council is effectively assessing its performance in line with the requirement to secure continuous improvement outlined in the Local Government	Tom Bowring Head of Policy & Business Transformation 01446 709766 TBowring@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
				Measure (Wales) 2009 and reflecting the requirement of the Well-being of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the well-being goals for Wales.		
February	CFWP – Employee Pay Policy 2021/22	Cabinet Forward Work Programme Item.	For consideration and endorsement of the Council's annual Pay Policy.	To respond to the legal requirements under the Standing Orders (Wales) Amendment Regulations 2014, the Local Government (Wales) Act 2015 and related advice from the Welsh Government. To respond to the legal requirement under the Localism Act and to provide openness and accountability in relation to how the Council rewards its staff."	Laithe Bonni, Operational Manager Employee Services 01446 709214 lsbonni@valeofglamorgan.gov.uk	
February	CFWP – Corporate Plan	Cabinet Forward Work Programme Item.	To approve a new Corporate Plan post consultation and prior to consideration by Full Council	To consider a new Corporate Plan		

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March	CFWP – Revenue Monitoring 1st April 2020 to 31st January 2021	Cabinet Forward Work Programme Item.	To advise Scrutiny Committee of the Progress relating to revenue expenditure for the period 1st April 2020 to 31st January 2021.	That Scrutiny Committee consider the position with regard to the 2020/21 revenue budget.	Carys Lord, Head of Finance / Section 151 Officer, 01446 709254 CLLord@valeofglamorgan.gov.uk	
March	CFWP – Capital Monitoring 1st April 2020 to 31st January 2021	Cabinet Forward Work Programme Item.	To advise Scrutiny Committee of the progress on the 2020/21 Capital Programme for the period 1st April 2020 to 31st January 2021.	That Committee considers the progress made on the 2020/21 Capital Programme.	Carys Lord, Head of Finance / Section 151 Officer, 01446 709254 CLLord@valeofglamorgan.gov.uk	
March	CFWP - Council's Annual Self-Assessment	Cabinet Forward Work Programme Item.	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-	For the Committee to review.	TBC	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			being of Future Generations Act.			
March	CFWP – Vale of Glamorgan Wellbeing Objectives and Improvement Plan Part 1	Cabinet Forward Work Programme Item.	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.	To ensure the Council fully discharges its statutory duties to set and publish its Improvement Plan Part 1, outlining how it proposes to meet its Well-being (Improvement) Objectives. To confirm the Service Plans as the primary documents against which performance for the Corporate Plan Corporate Health priorities will be monitored and measured. To ensure the Council reports a relevant set of performance indicators against which it can demonstrate achievement of its Corporate Health priorities and consistently sets challenging yet realistic performance improvement targets for those priorities in line with requirements under the Local Government (Wales) Measure 2009.	Tom Bowring Head of Policy & Business Transformation 01446 709766 TBowring@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
March	Annual Delivery Plan (Part 1)		To seek Members' endorsement of the draft Annual Delivery Plan (Improvement Plan Part 1) 2020/2021 prior to consideration by Council. The Plan outlines the Council's Well-being (Improvement Objectives), the associated priority actions as reflected in Service Plans and proposed service improvement targets for the period 2020/2021	To ensure the views of all key stakeholders including Scrutiny Committees, inform the Council's draft Annual Delivery Plan (Improvement Plan Part 1), associated Service Plan activities and service improvement targets for 2020/2021	Tom Bowring Head of Policy & Business Transformation 01446 709766 TBowring@valeofgla.morgan.gov.uk	
April	CFWP – Reshaping Services Update	Cabinet Forward Work Programme Item.	To provide Cabinet/Scrutiny with an update on the progress being	To provide the Corporate Performance and Resources Scrutiny Committee with an opportunity to consider the progress	Tom Bowring Head of Policy & Business Transformation	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			made to implement projects and initiatives within the Reshaping Services Programme	being made on the Programme as the lead Committee for the Programme.	01446 709766 TBowring@valeofglamorgan.gov.uk	
April	Q3 2020/21 Performance Report	Cabinet Forward Work Programme Item.	To present the Council's performance against the Corporate Plan for Q3.	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes aimed at making a positive difference to the lives of Vale of Glamorgan citizens. To ensure the Council is effectively assessing its performance in line with the requirement to secure continuous improvement outlined in the Local Government Measure (Wales) 2009 and reflecting the requirement of the Wellbeing of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the well-being goals for Wales.	Tom Bowring Head of Policy & Business Transformation 01446 709766 TBowring@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
April	Public Services Board update	Previous report in October.	Reports in respect of matters being considered by the Public Services Board be presented to the Scrutiny Committee as appropriate	To enable the Committee to consider the work being undertaken by the Vale of Glamorgan Public Services Board.	Tom Bowring Head of Policy & Business Transformation 01446 709766 TBowring@valeofglamorgan.gov.uk	

Other reports requested previously by Committee to be added into schedule as and when available
(in light of the COVID 19 pandemic some of these reports have not been included in the main timetable but can be added as the situation progresses).

Report	Responsible Officer and Contact Details	Commentary
Universal Credit – interim report re the commencement of UC (if further information received before the Welfare Reform annual progress report) (20 Sep 18: Min No 328) – included in Welfare Reform report scheduled for 27 November meeting	Carys Lord, Head of Finance / Section 151 Officer, 01446 709254 CLLord@valeofglamorgan.gov.uk	Was to be provided with the Welfare Reform report in May 2020. **Impacted by Covid-19**
Report in relation to the Contact Centre to be brought to the Scrutiny Committee before April 2020 (02 Oct 19: Min No 348)	Tom Bowring Head of Policy & Business Transformation 01446 709766 TBowring@valeofglamorgan.gov.uk	**Impacted by Covid-19**
Report with further information in relation to arrangements being made for further assistance with occupational health referrals (24 Oct 19: Min No 419)	Tracy Dickinson Head of Human Resources and Organisational Development TDickinson@valeofglamorgan.gov.uk	
Sickness Absence – report to contain further data capture information re annual leave purchase scheme (how many staff purchased leave and the departments they were in); long term sickness with details of stress and measures in place to assist staff and work/life balance initiatives and phased returns; and information regarding stomach ailments (27 Nov 19: Min No 486)	Laithe Bonni, Operational Manager Employee Services 01446 709214 lsbonni@valeofglamorgan.gov.uk	
Update report on progress of Welfare Reform (27 Nov 19: Min No 486)	Carys Lord, Head of Finance / Section 151 Officer, 01446 709254 CLLord@valeofglamorgan.gov.uk	Originally planned for May 2020 **Impacted by Covid-19**

Report with more clarity regarding how performance-based assessments are carried out for members of staff eligible for non-consolidated increments within their pay ranges (05 Feb 20: Min No 661)	Laithe Bonni, Operational Manager Employee Services 01446 709214 lsbonni@valeofglamorgan.gov.uk	
Report on further benchmarking in relation to Chief Officer and Senior Officer salaries (05 Feb 20: Min No 661)	Laithe Bonni, Operational Manager Employee Services 01446 709214 lsbonni@valeofglamorgan.gov.uk	
Report on how the Council should continue to reduce the gender pay gap with the aim for all scale levels to have equal representation (05 Feb 20: Min No 661)	Laithe Bonni, Operational Manager Employee Services 01446 709214 lsbonni@valeofglamorgan.gov.uk	
Report on further analysis and consideration of Local Authority reserves (05 Feb 20: Min No 661)	Carys Lord, Head of Finance / Section 151 Officer, 01446 709254 CLLord@valeofglamorgan.gov.uk	
Update report on the implementation of the proposed Car Parking – Guiding Principles and Charges (middle half of 2021) (03 Mar 20: Min No 723)	Emma Reed Head of Neighbourhood Services and Transport 02920 673264 ELReed@valeofglamorgan.gov.uk	
Progress report on the Digital Strategy – Customer and Employee (03 Mar 20: Min No 724)	Tony Curliss Operational Manager for Customer Relations 01446 729500 tcurliss@valeofglamorgan.gov.uk	

	Laithe Bonni Operational Manager Employee Services 01446 709214 lsbonni@valeofglamorgan.gov.uk	
Report on benchmarking of fees and charges (03 Mar 20: Min No 726)		
Report on comparison of income derived from football over recent years and number of teams (03 Mar 20: Min No 726)		
CFWP – Council’s Agency Worker Provision	Tracy Dickinson Head of Human Resources and Organisational Development 01446 709357 tdickinson@valeofglamorgan.gov.uk	

Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Welfare Reform Annual Progress Report	Carys Lord, Head of Finance / Section 151 Officer, 01446 709254 CLLord@valeofglamorgan.gov.uk	**Impacted by Covid-19**
Scrutiny Committees’ Draft Annual Report	Cath Lindsey Assistant Democratic Services Officer 01446 709144 celindsey@valeofglamorgan.gov.uk	To be submitted to Full Council in September 2021. **Impacted by Covid-19**

Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
Quarterly Decision Tracking and Forward Work Programme	Karen Bowen Principal Democratic and Scrutiny Services Officer 01446 709856 KBowen@valeofglamorgan.gov.uk	Each quarter
Quarterly Performance Reports: Corporate Health	Tom Bowring Head of Policy & Business Transformation 01446 709766 TBowring@valeofglamorgan.gov.uk	Each quarter

Infrequent

- Cabinet References.
- Revenue and Capital Monitoring Reports.
- Requests for Consideration.
- Cabinet Call-in.

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

Register of Managing Director's Emergency Powers – Coronavirus Pandemic

**Items relevant to the
Corporate Performance and Resources Scrutiny Committee**

NO. EP COVID-19	Report Title	Purpose of Request	Cabinet or Council Function
1	Coronavirus Preparations, Officer Delegations, Council Working / Business Continuity	To outline to Cabinet and seek approval for temporary emergency Governance arrangements to be implemented to ensure business continuity within the Council as a result of the implications of COVID-19 pandemic.	Council
1a	Non-Domestic Rates – Retail, Leisure and Hospitality Rates Relief Scheme Wales – 2020-21	To obtain grant funding for Non-Domestic Rates in respect of rate relief under the Retail, Leisure and Hospitality Rates Relief Scheme.	Cabinet
3	Covid-19 Non-Domestic Rates Linked Grants for Businesses	To obtain grant funding for Covid-19 Non-Domestic Rates linked grants for businesses in Wales.	Cabinet
7	Cease use of pool car fleet	To cease use of pool car fleet and allow staff to use own vehicles in a move to prevent the spread of Covid 19.	Cabinet
8	Restrict office hours	Decision to restrict office hours and subsequently close offices to the public to encourage social distancing and promote / allow redeployment of staff to other essential areas.	Cabinet
9	Chief Officer Appraisals	Delaying until Autumn or when Covid-19 restrictions cease to apply (whoever is soonest) and to award incremental pay awards in absence of appraisals.	Cabinet
13	Tendering for Capital Schemes 2020/21	To tender for Capital Schemes 2020/21.	Cabinet
14	Repurposing of Schools	Repurposing of schools to provide childcare; establishment of childcare hubs and closure of non-hub school buildings; and provision of free school means through a voucher system.	Cabinet

NO. EP COVID-19	Report Title	Purpose of Request	Cabinet or Council Function
18	Set up a secondary C1V hub in the Members' Room at the Civic Offices	To set up a second contact centre hub in the lower ground floor of the Civic Offices to ensure sufficient social distancing and add to resilience.	Cabinet
19	Co-ordinate and promote volunteer pathways across the VoG in response to WG shielding (Vale Heroes)	To establish "Vale Heroes", a web based hub for volunteering and a hub for those requesting assistance	Cabinet
22	Grant Funding for Democracy Counts Electoral Management Software	To authorise the Monitoring Officer / Head of Legal and Democratic Services and the Section 151 Officer to sign receipt of the grant letter from WG for grant funding to cover the cost of the Software and to authorise the Monitoring Officer / Head of Legal and Democratic Services to execute a Deed of Variation in respect of additional specification in respect of the software	Cabinet
31	Amendment to Flexible Retirement for R which was approved by ERR (PART II)	R has offered to delay the start of the flexible retirement arrangements agreed by ERR on 16 th March 2020 in order to assist the service in view of the Covid 19 situation.	Council
33	Application for Flexible Retirement (PART II)	To approve an application for flexible retirement arrangements.	Council
35	Vale Heroes Crisis Grant Fund	To seek approval to create the Vale Heroes Crisis Grant Fund which will offer grants to Community Groups, the Voluntary Sector, TCCs and eligible businesses towards the cost of initiatives within the Vale of Glamorgan that help members of the community severely affected by the Covid-19 pandemic	Cabinet
38	Pay Awards (Temporary Basis)	To award a 10% pay increase to all front line essential services staff within a defined group delivering	Council

NO. EP COVID-19	Report Title	Purpose of Request	Cabinet or Council Function
		key and essential services during Covid-19.	
40	Application for Flexible Retirement (PART II)	Application for flexible retirement – B.	Council
42	Procurement Arrangements During the Pandemic	COVID-19 is serious and its consequences pose a risk to life and it is already clear that in these exceptional circumstances, Authorities may need to procure goods, services and works with extreme urgency. In response the Cabinet office has issued updated procurement guidance. It is proposed that the new guidance be adopted with immediate effect and that delegated authority be granted to the Managing Director in consultation with the Leader and the Head of Finance to agree individual arrangements under this guidance.	Cabinet
43	Application for Flexible Retirement (PART II)	Application for flexible retirement – P.	Council
44	Contact Track and Trace Arrangements	To enter into the regional arrangements for contact tracking and tracing with Cardiff Council and Cardiff & Vale UHB.	Cabinet
47	Cowbridge Livestock Market Regeneration Project	To authorise the erection of security fencing and implement pre demolition surveys and let a works contract for the physical demolition and clearance of the buildings and structures, amend the Capital Programme to provide the budget for same, and endorse the temporary extension of the Glam Marts licence to operate the livestock market on a pro rata monthly renewal basis.	Cabinet
49	Quarter 3 Performance	To enable the Council to review its progress at Q3 towards achieving its Corporate Plan Well-being objectives for the final year of the Corporate Plan 2016-20 to inform the Council's statutory annual review of 2019/20 (Improvement	Cabinet

NO. EP COVID-19	Report Title	Purpose of Request	Cabinet or Council Function
		Plan Part 2) to be published by October 2020.	
50	Annual Delivery Plan	To approve the Annual Delivery Plan (which incorporates Service Plans and improvement targets for the period) for publication in recognition that as the longer-term impacts of the coronavirus impact become clearer then there may be changes in the focus of activity.	Council
51	Core ICT Network Infrastructure Upgrade	Authority to replace the F5 appliance including a five year support and maintenance contract and to replace the existing Firewalls and associated core network switches with updated hardware with a five year support and maintenance contract, both with carrying out a full tender exercise, and include the upgrades in the Capital Programme for 2020/21.	Cabinet
62	Advertising and Sponsorship Protocol	To seek approval to increase the limit to £5,000 before advertising and sponsorship agreements must be referred to Legal and Financial Services and that a standard legal agreement be put in place; that vaping/ smoking be added to the list of prohibited adverts.	Cabinet
66	Tendering of Capital Schemes 2020/21	Recommend that schemes be allowed to resume and proceed to tender/contract on a case by case basis, following full consultation and agreement with relevant Chief Officers within client departments.	Cabinet
67	Emergency Accommodation for Households Fleeing Domestic Abuse	To approve the entering into a lease agreement for two properties for a six month period to ensure the Council has emergency accommodation available specifically for households fleeing domestic abuse and that delegated authority be granted to the Head of Housing and Building Services to secure additional leased properties for households fleeing domestic abuse should there be a need.	Cabinet
70	Authority to enter into a Service	Approval to support the national response to Covid 19 by providing	Cabinet

NO. EP COVID-19	Report Title	Purpose of Request	Cabinet or Council Function
	Level Agreement in respect of Transport for Wales' Fflecsi Service	contract centre services to Transport for Wales' Fflecsi Service under an SLA from 18 May 2020 for an initial term of 2 months.	
71	Secondment Proposal – Head of Digital and Transformation (Part II)	To second an officer to champion and lead on digital services in order to progress the work of the Council on the digital agenda.	Cabinet
72	Update Electoral Management Services	To include a new scheme in the 2020/21 capital Programme following a WG grant in relation to work to update the Electoral management Services in line with electoral reform in Wales	Cabinet
81	Application for Redundancy – G (Part II)	To approve an application for redundancy	Council
84	Non-attendance at meetings by Members pursuant to Section 85 of the Local Government Act 1972	Approval for reason for non-attendance at meetings by Members pursuant to Section 85 of the Local Government Act 1972	Council
86	Waiving of Wedding Ceremony and Civil Partnership Notice fees	Authority is sought to waive notice fees in regard to Wedding Ceremony and Civil Partnerships Notice fees affected by the Pandemic. A notice is valid for only 12 months and the fee will be waived in regard to those notices that have expired or will expire soon.	Cabinet
EP 91	Council Tax Discretionary Relief – Change to Policy	Request to update the Policy to include applications submitted as a result of the Covid 19 pandemic under the category of “Exceptional Financial Hardship”	Cabinet
98	Changes to Planning Committee Membership	Approval to amend the Labour Group's Members on Planning Committee – Cllr Wilson to replace Cllr Burnett Cllr Birch to replace Cllr King	Council
107	Cabinet Remote Attendance Procedure	To seek approval to implement an alternative procedure for the conduct of Cabinet meetings during Covid-19.	Council

NO. EP COVID-19	Report Title	Purpose of Request	Cabinet or Council Function
111	Scrutiny Committee Remote Attendance Procedure	To seek approval to implement an alternative procedure for the conduct of Scrutiny Committee meetings during Covid 19	Council
112	Flexible Retirement Requests (Part II)	To consider two applications for flexible retirement.	Council
114	2019/20 Capital Slippage Request	To approve the slippage of unspent 2019/20 capital budgets into the 2020/21 capital Programme	Cabinet
115	Corporate Risk Register Q3 Update	Approval sought to review, approve and share the Risk Register and Corporate Risk Summary report for Q3 with Audit Committee and Cabinet Members	Cabinet
126	Audit Committee Remote Attendance Procedure	To seek approval to implement an alternative procedure for the conduct of Audit Committee meetings during Covid 19 and for this procedure to be followed for meetings undertaken during the period of the restrictions in place during the pandemic	Council
128	Statutory and Public Protection Licensing Committee Procedure via Remote Attendance	To seek approval to implement an alternative procedure for the conduct of Statutory and Public Protection Licensing Committee meetings during Covid-19 and for this procedure to be followed for meetings undertaken during the period of the restrictions in place during the pandemic.	Council
133	Amendments to the 2020/21 Capital Programme	Approval to amend the 2020/21 Capital Programme as detailed within the Emergency Powers form	Cabinet
134	Corporate Grants YMCA Ground Rent 2020/21 and 2021/22	Approval to further extend the grant to the YMCA to cover the cost of the ground rent for 2020/21 and 2021/22	Cabinet