

Meeting of:	<b>Corporate Performance and Resources Scrutiny Committee</b>
Date of Meeting:	<b>Thursday, 17 February 2022</b>
Relevant Scrutiny Committee:	Corporate Performance and Resources
Report Title:	3 <sup>rd</sup> Quarter Scrutiny Recommendation Tracking 2021/22 and Updated Committee Forward Work Programme Schedule 2021/22.
Purpose of Report:	To report progress on Scrutiny recommendations and to consider the updated Forward Work Programme together with any slippage for 2021/22.
Report Owner:	Rob Thomas, Chief Executive
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 Audit Wales (formerly Wales Audit Office) Democratic Renewal report and acknowledges the recommendations of the review of the Council's scrutiny function.
<p>Executive Summary:</p> <ul style="list-style-type: none"> <li>• The report advises Members of progress in relation to the Scrutiny Committee's historical recommendations and the updated Forward Work Programme Schedule for 2021/22 for the Committee's consideration: <ul style="list-style-type: none"> <li>- 3<sup>rd</sup> Quarter Recommendation Tracking October to December 2021 (Appendix A);</li> <li>- Updated Committee Forward Work Programme Schedule for 2021/22 (Appendix B).</li> </ul> </li> </ul>	

## **Recommendations**

1. That the status of the actions listed in Appendix A to the report be agreed.
2. That the updated Committee Forward Work Programme Schedule attached at Appendix B be considered for approval and uploaded to the Council's website.

## **Reasons for Recommendations**

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

## **1. Background**

### **2. Key Issues for Consideration**

- 2.1 Appendix A attached to this report sets out the recommendations of the Scrutiny Committee and Members are requested to review progress against each recommendation, to assess whether further action may be required, ensure the required action is undertaken and to confirm which recommendations are to be agreed as completed.
- 2.2 It is important that Scrutiny Committee recommendations 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 Members are also requested to confirm approval of the updated 2021/22 Work Programme Schedule attached at Appendix B, having regard to updated comments in respect of future reports to be presented to the Committee.
- 2.4 The Committee's Work Programme has been aligned to the Draft Quarterly Cabinet Forward Work Programme, scheduled for approval by Cabinet at its 10<sup>th</sup> January, 2022 meeting which can be found [here](#).
- 2.5 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, which will be included as and when available / required, 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.
- 2.6 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** In response to an Audit Wales (formerly Wales Audit Office) review into Scrutiny, the Council has aimed to deliver an annual scrutiny-driven issues planning process for each Scrutiny Committee. The Committee is therefore asked to closely consider its forward work programme (attached at Appendix B) by identifying:
- The specific areas of interest for the Committee;
  - How to engage stakeholders (including Ward Members and the public);
  - The most appropriate forms of scrutiny for each (e.g. 'task and finish', expert witnesses, site visits, joint approaches to scrutiny etc.);
  - The issues where scrutiny can have the most impact and value to be gained from consideration.
- 2.8** Discussions in relation to broadening the Work Programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chairs and Vice-Chairs Group having regard to resource implications and corporate priorities.
- 2.9** In response to the 2019/20 Scrutiny Impact Member Survey, published in February 2020, the Scrutiny Committee Chairs and Vice-Chairs Group on 3<sup>rd</sup> March, 2021 agreed that Scrutiny Committee Chairs and Cabinet Members were best placed to present the Recommendation Tracking and Forward Work Programme Update Reports at Committee meetings to highlight the fact that both documents were under the Committee's ownership and management.
- 2.10** Published versions of the Forward Work Programme can also be found on the Council's website via the following link:  
[https://www.valeofglamorgan.gov.uk/en/our\\_council/Council-Structure/scrutiny/scrutiny\\_committees.aspx](https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/scrutiny/scrutiny_committees.aspx)

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

- 3.1** The Scrutiny Committees have a responsibility to report annually to the Council their future work programmes in the form of a 'Scrutiny Annual Report.' The 2019 – 21 (Covid-19 Extended) Annual Report is scheduled for presentation at the December 2021 Full Council Meeting.
- 3.2** Scrutiny Committee Forward Work Programmes are updated and published by the Council on a quarterly basis 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 Forward Work Programme provides details of reports and items proposed to be considered by the Committee over the coming Municipal year (May 2021 – April 2022).

## **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**

[Scrutiny Committee Annual Work Programme.](#)

[Cabinet & Scrutiny Roles and Responsibilities Protocol.](#)

Uncompleted Recommendations

3<sup>rd</sup> Quarter 2021-22

SCRUTINY RECOMMENDATION 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

21 October 2021				
<b>Min. No. 501 – Audit Wales: Financial Sustainability Assessment of the Vale of Glamorgan Council 2021 (MD) – Recommended</b>	Corporate Performance & Resources			
(2) That the reports be referred to Governance and Audit Committee for their oversight and thereon to Cabinet for consideration and endorsement of the proposed actions to address the proposals for improvement.			<p>Governance and Audit Committee, at its meeting on 13<sup>th</sup> December, 2021, resolved</p> <p>[1] That the contents of both the national and local financial sustainability reports including the key findings arising from Audit Wales' assessment of the Vale of Glamorgan's financial sustainability (Appendix A to the report) and the Council's response to the assessment findings and Audit Wales' Proposal for Improvement, be noted.</p> <p>[2] That the reports be referred to Cabinet for consideration and endorsement of the proposed actions to address the proposals for improvement. (Min No 649 refers)</p> <p>Cabinet, at its meeting on 24<sup>th</sup> January, 2022, resolved that the contents of both the national and local financial sustainability reports including the key findings arising from Audit Wales' Assessment of the Vale of Glamorgan's Financial Sustainability (Appendix A to the report) and the Council's response to the assessment findings and Audit Wales' Proposal for Improvement, be endorsed and that proposals from Audit Wales would be addressed when considering the budget. (Min No C793 refers)</p>	Completed
<b>Min. No. 502 – 2nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule (MD) – Recommended</b>	Corporate Performance & Resources			
(2) That the updated Committee Forward Work Programme Schedule attached at Appendix C be			Committee's Forward Work Programme Schedule updated and uploaded to the Council's website.	Completed

# Uncompleted Recommendations

3<sup>rd</sup> Quarter 2021-22

SCRUTINY RECOMMENDATION 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>approved and uploaded to the Council's website subject to the following:</p> <ul style="list-style-type: none"> <li>• Universal Credit report be removed from the list</li> <li>• Report on further benchmarking in relation to Chief Officer and Senior Officer salaries be removed from the list</li> <li>• Report on further analysis and consideration of local authority reserves be removed from the list</li> <li>• That the report on comparison of income derived from football over recent years and a number of teams, remain on the list and be reported as indicated retrospectively.</li> </ul>				
<b>17 November 2021</b>				
<b>Min. No. 557 – Draft Welsh Language Promotion Strategy (REF) – Recommended</b>	Corporate Performance & Resources			
(1) That Cabinet be informed of the comments of the Committee as part of the consultation process.			Cabinet, at its meeting on 20 <sup>th</sup> December, 2021, Resolved that the recommendations of the Committee and progress made to date be noted and further updates be received going forward. (Min No C768 refers)	Completed
(2) That a further report and accompanying Action Plan be presented to the Scrutiny Committee following the consultation period.			Added to the Committee's Forward Work Programme.	Completed
<b>Min. No. 558 – Project Zero – Delivering the Climate Change Challenge Plan (REF) – Recommended</b>	Corporate Performance & Resources			
(2) That further progress updates on Project Zero and the Action Plan be presented to the Scrutiny Committee at a minimum of three times per year.			Added to the Committee's Forward Work Programme.	Completed
<b>Min. No. 559 – The County Borough of the Vale of Glamorgan (Electoral Arrangements) Order 2021 (ERO) – Recommended</b>	Corporate Performance & Resources			
(2) That the consequential electoral ward boundaries be noted, and that Cabinet be recommended to approve the revisions to the Polling Districts as detailed at			Cabinet, at its meeting on 22 <sup>nd</sup> November, 2021, resolved [1] That the County Borough of the Vale of	Completed

# Uncompleted Recommendations

3<sup>rd</sup> Quarter 2021-22

SCRUTINY RECOMMENDATION 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

Appendix B to the report.			Glamorgan (Electoral Arrangements) Order 2021 ("the Order") attached at Appendix A to the report be noted.	
(3) That Cabinet be requested to note the reference to the Polling Districts as detailed at Appendix C subject to the deletion of the reference to the polling district JGO as this was a typographical error.			[2] That the consequential electoral ward boundary be noted, and that the revisions to the Polling Districts as detailed at Appendix B to the report be endorsed.	
(4) That the report be referred to Cabinet and Council for consideration and for reference to the Community Liaison Committee and all Town and Community Councils within the Vale of Glamorgan.			[3] That the reference to the Polling Districts as detailed at Appendix C be noted subject to the deletion of the reference to the polling district JGO as this was a typographical error. [4] That the report be referred to Council for consideration and for reference to the Community Liaison Committee and all Town and Community Councils within the Vale of Glamorgan. (Min No C729 refers)	
<b>Min. No. 560 – Polling Places and Polling Stations: Mini-Review (RO/ERO) – Recommended</b>	Corporate Performance & Resources		Full Council, on 6 <sup>th</sup> December, 2021 approved the proposals of Cabinet. (Min No 613 refers)	
(1) That the report be referred to Cabinet for approval in order to agree the proposed changes to the Polling Places and / or Polling Stations as set out in paragraphs 2.1 – 2.17 of the report.			Cabinet, at its meeting on 22 <sup>nd</sup> November, 2021, resolved	Completed
(2) That, subject to Appendix 5 being amended to refer to Polling Stations A and B being within the Glenbrook Inn, Cabinet be requested to refer the report to Council for consideration with a view to approving the proposed changes with immediate effect and to all Town and Community Councils and the Community Liaison Committee for information.			[1] That the proposed changes to the Polling Places and / or Polling Stations as set out in paragraphs 2.1 – 2.17 of the report be approved. [2] That, subject to Appendix 5 being amended to refer to Polling Stations A and B being within the Glenbrook Inn, that the report be referred to Council for consideration with a view to approving the proposed changes with immediate effect and to all Town and Community Councils and the Community Liaison Committee for information. (Min No C730 refers)	
			Full Council, on 6 <sup>th</sup> December, 2021 approved the	

# Uncompleted Recommendations

3<sup>rd</sup> Quarter 2021-22

SCRUTINY RECOMMENDATION 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
			proposals of Cabinet. (Min No 614 refers)	
<b>22 December 2021</b>				
<b>Min. No. 708 – Initial Revenue Budget Proposals 2022/23 and Medium Term Financial Plan 2021/22 to 2024/25 (REF) – Recommended</b>	Corporate Performance & Resources			
(1) That Cabinet be informed of the comments of the Committee for their consideration as part of the consultation process for the initial revenue budget proposals for 2022/23 and the final budget proposals for 2022/23.			Cabinet, at its meeting on 24 <sup>th</sup> January, 2022, noted the Committee’s recommendations. (Min No C797 refers)	Completed
<b>Min. No. 709 – Initial Housing Revenue Account (HRA) Budget Proposals 2022/23 and Revised Budget 2021/22 (REF) – Recommended</b>	Corporate Performance & Resources			
(1) That Cabinet be informed of the comments of the Committee on the initial Housing Revenue Account budget proposal for 2022/23.			Cabinet, at its meeting on 24 <sup>th</sup> January, 2022 noted the Committee’s recommendations (Min No C798 refers)	Completed
(2) That the Corporate Performance and Resources Scrutiny Committee receive an update in March 2022 on the status of the Capital Expenditure funded from the Revenue Account (CERA).			Added to Committee’s Forward Work Programme	Completed
<b>Min. No. 710 – Initial Capital Programme Proposals 2022/23 to 2026/27 (REF) – Recommended</b>				
(1) That Cabinet be informed of the comments of the Committee on the Initial Capital Programme Proposals for 2022/23 to 2026/27.			Cabinet, at its meeting on 24 <sup>th</sup> January, 2022, noted the Committee’s recommendations. (Min No C796 refers)	Completed





Vale of Glamorgan Council

Corporate Performance and Resources Scrutiny Committee

# Forward Work Programme

May 2021 – April 2022

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
May	4 <sup>th</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	<a href="#">Last Quarter 3 report received Jan '20.</a>	To report progress on the Scrutiny recommendations [Jan, Feb, Mar] and to confirm the Committee's work programme for 2021/22.	To maintain effective tracking of the Committee's recommendations.	Karen Bowen, Principal Rudman, Democratic & Scrutiny Services Officer. <a href="mailto:kbowen@valeofglamorgan.gov.uk">kbowen@valeofglamorgan.gov.uk</a>	Presented to Committee on 19 <sup>th</sup> May 2021 (Min No 50) <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-05-19/Q4-Tracking-and-FWP.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-05-19/Q4-Tracking-and-FWP.pdf</a>
May	Consideration of Senior Management Structure within the Council		This report recommends and assessment of the current arrangements relating to senior management in the context of the Local Government and Elections (Wales) Act 2021 as well as key learning arising from the covid-19 pandemic.		Tracy Dickinson, Head of Human Resources and Organisational Development <a href="mailto:tdickinson@valeofglamorgan.gov.uk">tdickinson@valeofglamorgan.gov.uk</a>	Referred to Committee on 19 <sup>th</sup> May, 2021 (Min No 49) <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-05-19/Ref-from-Cab-Consideration-of-Senior-Management-Structure-Within-">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-05-19/Ref-from-Cab-Consideration-of-Senior-Management-Structure-Within-</a>

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						<a href="#">the-Council.pdf</a> and <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-05-19/Ref-from-Cab-Consideration-of-Senior-Management-Structure.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-05-19/Ref-from-Cab-Consideration-of-Senior-Management-Structure.pdf</a>
June	Reference from Audit Committee – Vale of Glamorgan Annual Audit Summary 2020 and Progress Against External Regulatory Recommendations and Proposals for Improvement		To present the Vale of Glamorgan Annual Audit Summary 2020 (Appendix A) and the progress to date in addressing existing recommendations and improvement proposals from our external regulators as outlined in Appendix B.		Julia Archampong, Corporate Performance Manager. <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Referred to Committee on 16 <sup>th</sup> June 2021 (Min No ) <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-06-16/Ref-from-Governance-and-Audit-Annual-Audit-Summary.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-06-16/Ref-from-Governance-and-Audit-Annual-Audit-Summary.pdf</a>

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
June	Public Services Board Update Report	Last reported Nov 2020			Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Slipped, following discussions with Chair presented to Committee on 22 <sup>nd</sup> September 2021 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-09-22/Ref-from-Cab-VoG-PSB-Annual-Report.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-09-22/Ref-from-Cab-VoG-PSB-Annual-Report.pdf</a>
June	Corporate Safeguarding Annual Report CFWP		To update Committee on the work undertaken to improve corporate arrangements and to ensure their effectiveness		Lance Carver, Director of Social Services, lcarver@valeofglamorgan.gov.uk	Referred to Committee on 16 <sup>th</sup> June 2021 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-06-16/Ref-from-Cab-Annual-Corporate-Safeguarding-">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-06-16/Ref-from-Cab-Annual-Corporate-Safeguarding-</a>

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
						<a href="#">Report-2020-21.pdf</a>
June	Covid-19 Update Report		To update Committee on current position and intentions going forward		Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Slipped, presented to Committee on 15 <sup>th</sup> July 2021. <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-07-15/Ref-from-Cab-Coronavirus-Update.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-07-15/Ref-from-Cab-Coronavirus-Update.pdf</a>
June	Sickness Absence Report - CWFPP		To include quarter by quarter comparisons and details of the wellbeing work being undertaken to date as requested by the Committee		Laithe Bonni, Operational Manager Employee Services lsbonni@valeofglamorgan.gov.uk	Referred to Committee on 16 <sup>th</sup> June 2021 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-06-16/Ref-from-Cab-Q4-Sickness-Absence-Report.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-06-16/Ref-from-Cab-Q4-Sickness-Absence-Report.pdf</a>

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June	Project Zero - Draft Climate Change Challenge Plan		To enable the Committee to comment on the draft Climate Change Challenge Plan following consultation and prior to consideration by Cabinet			Presented to Committee on 16 <sup>th</sup> June 2021 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-06-16/Project-Zero.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-06-16/Project-Zero.pdf</a>
June	Welfare Reform – Progress Report		To update Members on the work undertaken by the Council in the implementation of the UK Government's Welfare Reform agenda		Carys Lord, Head of Finance CLLord@valeofglamorgan.gov.uk	Presented to Committee on 16 <sup>th</sup> June 2021 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-06-16/Welfare-Reform-Progress-Report.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-06-16/Welfare-Reform-Progress-Report.pdf</a>
July	Closure of Accounts 2020/21	<a href="#">Last received July 2019.</a>	The accounts are complete and this report is to inform Scrutiny Committee of the provisional financial	Members aware of the provisional financial position and actions that have been taken.	Carys Lord, Head of Finance / Section 151 Officer, CLLord@valeofglamorgan.gov.uk	Referred to Committee on 15 <sup>th</sup> July 2021 <a href="https://www.valeofglamorgan.gov.uk/Documents/">https://www.valeofglamorgan.gov.uk/Documents/</a>

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			position of the Council for the 2020/21 financial year.			<a href="#">Committee%20Reports/Scrutiny-CRP/2021/21-07-15/Ref-from-Cab-Closure-of-Accounts.pdf</a>
July	Renewing Reshaping – steps for transformation to include quarter by quarter comparisons and reporting metrics (21 Mar 21 Min No 521)		To monitor and compare progress		Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	
July	1 <sup>st</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Last municipal year 4 <sup>th</sup> Quarter received May '21.	To report progress on the Scrutiny recommendations [Apr, May, June] and to confirm the Committee's work programme for 20 <sup>**</sup> / <sup>**</sup> .	To maintain effective tracking of the Committee's recommendations.	Karen Bowen, Principal Rudman, Democratic & Scrutiny Services Officer. <a href="mailto:kbowen@valeofglamorgan.gov.uk">kbowen@valeofglamorgan.gov.uk</a>	Presented to Committee on 15 <sup>th</sup> July 2021 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-07-15/Q1-Tracking-and-Updated-FWP.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-07-15/Q1-Tracking-and-Updated-FWP.pdf</a>
July	End of Year 2020/21 Corporate Plan Performance Report	<a href="#">Part 1 last received March 2021.</a>	To present end of year performance results for the period 1 <sup>st</sup> April 2020 to 31 <sup>st</sup> March 2021 for the	To ensure the Council is effectively assessing its performance in line with the requirement to	Tom Bowring, Head of Policy & Business Transformation	Presented to Committee on 15 <sup>th</sup> July 2021

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			Corporate Plan Well-being Outcome including an update of progress in addressing recommendations and improvement proposals from external regulators.	secure continuous improvement outlined in the Local Government Measure (Wales) 2009 and reflecting the requirement of the Well-being of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the well-being goals for Wales. To ensure the Council implements its regulatory recommendations and improvement proposals and responds appropriately to the recommendations and proposals for improvement identified through the Wales Audit Office's programme of local and national Local Government Studies.	TBowring@valeofglamorgan.gov.uk	<a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-07-15/ADP-Q4-Performance.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-07-15/ADP-Q4-Performance.pdf</a>



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July	Revenue and Capital Monitoring 1 <sup>st</sup> April to 31 <sup>st</sup> May 2021	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period	The Capital Economic Regeneration Reserve is managed effectively. and budgets are matched to operational responsibilities.	Carys Lord, Head of Finance / Section 151 Officer, CLLord@valeofglamorgan.gov.uk	Presented to Committee on 15 July 2021 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-07-15/Ref-from-Cab-Revenue-Monitoring.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-07-15/Ref-from-Cab-Revenue-Monitoring.pdf</a>
July	Update report Corporate Safeguarding		To apprise Members of the relevant risk assessments and lessons learned and consideration of earlier data analysis.		Laithe Bonni, Operational Manager Employee Services lsonni@valeofglamorgan.gov.uk	Presented to Committee on 16 <sup>th</sup> June 2021 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-06-16/Ref-from-Cab-Annual-Corporate-Safeguarding-Report-2020-21.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-06-16/Ref-from-Cab-Annual-Corporate-Safeguarding-Report-2020-21.pdf</a>
October	2 <sup>nd</sup> Quarter Scrutiny Decision Tracking of	1 <sup>st</sup> Quarter received July '21.	To report progress on the Scrutiny recommendations [Jul, Sept] and to confirm	To maintain effective tracking of the	Karen Bowen, Principal Rudman, Democratic & Scrutiny Services Officer.	Presented to Committee on

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
	Recommendations and Updated Work Programme Schedule		the Committee's work programme for 20**/20**.	Committee's recommendations.	<a href="mailto:kbowen@valeofglamorgan.gov.uk">kbowen@valeofglamorgan.gov.uk</a>	21 <sup>st</sup> October 2021 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-10-21/Q2-Tracking.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-10-21/Q2-Tracking.pdf</a>
October	Revenue and Capital Monitoring for the period 1 <sup>st</sup> April to 31 <sup>st</sup> August 2021	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period ****.	The Capital Economic Regeneration Reserve is managed effectively. and budgets are matched to operational responsibilities.	Carys Lord, Head of Finance / Section 151 Officer, CLLord@valeofglamorgan.gov.uk	Presented to Committee on 21 <sup>st</sup> October 2021 referred from Cabinet <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-10-21/Ref-from-Cab-Revenue-Monitoring.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-10-</a>

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						<a href="#">21/Ref-from-Cab-Capital-Monitoring.pdf</a>
November	Quarter 1 2021/22 Performance Report		To present Quarter 1 results	In order that performance can be monitored and any recommendations reported for consideration to Cabinet	Julia Archampong, Corporate Performance Manager. <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Moved to December meeting
November	Quarter 2 sickness absence Report 2021/2022		To update Members	In order that Committee can monitor and consider the statistics and make any recommendations for consideration to Cabinet	Laithe Bonni, Operational Manager Employee Services <a href="mailto:lsonni@valeofglamorgan.gov.uk">lsonni@valeofglamorgan.gov.uk</a>	Reference from Cabinet – Moved to January meeting
December	Draft Annual Delivery Plan – Consultation.		To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.		Tom Bowring, Head of Policy & Business Transformation <a href="mailto:TBowring@valeofglamorgan.gov.uk">TBowring@valeofglamorgan.gov.uk</a>	Presented to Committee – 22 <sup>nd</sup> December, 2021 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-12-22/ADP-Q2-Performance.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-12-22/ADP-Q2-Performance.pdf</a>

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	Quarter 2 2021/22 Performance Report		To present Quarter 1 results	In order that performance can be monitored and any recommendations reported for consideration to Cabinet	Julia Archampong, Corporate Performance Manager. <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Presented to Committee – 22 <sup>nd</sup> December 2021 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-12-22/ADP-Q2-Performance.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-12-22/ADP-Q2-Performance.pdf</a>
December	Corporate Safeguarding Mid Term Report.		To update Cabinet on the work that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council. To provide assurance and understanding around safeguarding activity taking place across the Council.		Lance Carver, Director of Social Services, <a href="mailto:lcarver@valeofglamorgan.gov.uk">lcarver@valeofglamorgan.gov.uk</a>	Reference from Cabinet – moved to January meeting
December	Welfare Reform Update report		Update as per Scrutiny Committee's decision on 16 <sup>th</sup> June, 2021.	To update Members on the work undertaken by the Council in the implementation of the UK Government's Welfare Reform agenda	Carys Lord, Head of Finance <a href="mailto:CLLord@valeofglamorgan.gov.uk">CLLord@valeofglamorgan.gov.uk</a>	Moved to February meeting

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	Initial Revenue Programme Budget Proposals.		To inform Scrutiny Committee of the amended revenue budget and to submit for consultation the initial revenue budget proposals for 2022/ 23	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, CLLord@valeofglamorgan.gov.uk	Reference from Cabinet - Presented to Committee 22 <sup>nd</sup> December 2021 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-12-22/Ref-from-Cab-Initial-Revenue-Budget-Proposals-and-MTFP.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-12-22/Ref-from-Cab-Initial-Revenue-Budget-Proposals-and-MTFP.pdf</a>
December	Initial Capital Programme Budget Proposals.	<a href="#">Last received December 2020.</a>	To submit the Initial Capital Programme Proposals for 2022/23	In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Carys Lord, Head of Finance / Section 151 Officer, CLLord@valeofglamorgan.gov.uk	Reference from Cabinet – Presented to Committee 22 <sup>nd</sup> December 2021 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-12-22/Ref-from-Cab-Initial-Capital-">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2021/21-12-22/Ref-from-Cab-Initial-Capital-</a>

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
						<a href="#">Programme-Proposals.pdf</a>
January	Quarter 2 sickness absence Report 2021/2022		To update Members	In order that Committee can monitor and consider the statistics and make any recommendations for consideration to Cabinet	Laithe Bonni, Operational Manager Employee Services lsbonni@valeofglamorgan.gov.uk	Reference from Cabinet – Presented to Committee 20 <sup>th</sup> January 2022 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-01-20/Ref-from-Cab-Q2-Sickness-Absence.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-01-20/Ref-from-Cab-Q2-Sickness-Absence.pdf</a>
January	3 <sup>rd</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Quarter 2 received October '21.	To report progress on the Scrutiny recommendations [Oct, Nov, Dec] and to confirm the Committee's work programme for 2021/22.	To maintain effective tracking of the Committee's recommendations.	Karen Bowen, Principal Rudman, Democratic & Scrutiny Services Officer. <a href="mailto:kbowen@valeofglamorgan.gov.uk">kbowen@valeofglamorgan.gov.uk</a>	Moved to February meeting
January	Corporate Safeguarding Mid Term Report.		To update Cabinet on the work that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council. To provide assurance and understanding around		Lance Carver, Director of Social Services, lcarver@valeofglamorgan.gov.uk	Reference from Cabinet – Presented to Committee 13 January 2022 <a href="https://www.valeofglamorgan.gov.uk/Documents/">https://www.valeofglamorgan.gov.uk/Documents/</a>

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			safeguarding activity taking place across the Council.			<a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-01-20/Ref-from-Cab-Corporate-Safeguarding-Mid-Term-Report.pdf">Committee%20Reports/Scrutiny-CRP/2022/22-01-20/Ref-from-Cab-Corporate-Safeguarding-Mid-Term-Report.pdf</a>
January	Revenue and Capital Monitoring 1 <sup>st</sup> April – 30 <sup>th</sup> November 2021	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure.	The Capital Economic Regeneration Reserve is managed effectively and budgets are matched to operational responsibilities.	Carys Lord, Head of Finance / Section 151 Officer, CLLord@valeofglamorgan.gov.uk	Reference from Cabinet – Presented to Committee 13 January 2022 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-01-20/Ref-from-Cab-Revenue-Monitoring.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-01-20/Ref-from-Cab-Revenue-Monitoring.pdf</a> <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-01-20/Ref-from-Cab-">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-01-20/Ref-from-Cab-</a>

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
						<a href="#">Capital-Monitoring.pdf</a>
January	Public Services update report		To report on progress and include quarter by quarter comparisons		Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Presented to Committee 13 January 2022 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-01-20/VoG-Public-Services-Board-%E2%80%93-Draft-Well-being-Assessment.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-01-20/VoG-Public-Services-Board-%E2%80%93-Draft-Well-being-Assessment.pdf</a>
January	Audit Wales: Third Sector Partnership Working - Vale of Glamorgan Council		To advise Members of the findings of the Auditor General for Wales' examination of partnership working between the Vale of Glamorgan Council and the Third Sector		Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Presented to Committee 13 January 2022 <a href="https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-01-20/Audit-Wales-Third-Sector-Partnership-Working.pdf">https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-01-20/Audit-Wales-Third-Sector-Partnership-Working.pdf</a>



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
February	Pay Policy 2022/23		To consider the Pay Policy		Tracy Dickinson, Head of Human Resources and Organisational Development <a href="mailto:tdickinson@valeofglamorgan.gov.uk">tdickinson@valeofglamorgan.gov.uk</a>	
February	Welsh Language Promotion Strategy		To seek Committee's views on the draft Welsh Language Promotion Strategy 2022-2027 following a period of assessment and consultation, and to seek Members' views on the proposed Action Plan		Tom Bowring, Head of Policy & Business Transformation <a href="mailto:TBowring@valeofglamorgan.gov.uk">TBowring@valeofglamorgan.gov.uk</a>	
February	3 <sup>rd</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Quarter 2 received October '21.	To report progress on the Scrutiny recommendations [Oct, Nov, Dec] and to confirm the Committee's work programme for 2021/22.	To maintain effective tracking of the Committee's recommendations.	Karen Bowen, Principal Rudman, Democratic & Scrutiny Services Officer. <a href="mailto:kbowen@valeofglamorgan.gov.uk">kbowen@valeofglamorgan.gov.uk</a>	
March	Vale of Glamorgan Annual Delivery Plan 2022/23	<a href="#">Last received March 2021.</a>	To present the Annual Delivery Plan commitments	The views of all key stakeholders including Scrutiny Committees, inform the Council's draft Annual Delivery Plan	Julia Archampong, Corporate Performance Manager. <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	
March	Revenue and Capital monitoring for the period		To advise on progress to date	To monitor progress	Carolyn Michael, Interim Head of Finance	

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
	1 <sup>st</sup> April 2021 to 31 <sup>st</sup> January 2022				<a href="mailto:Michael@valeofglamorgan.gov.uk">Michael@valeofglamorgan.gov.uk</a>	
March	Service Plans and Target Setting				Tom Bowring, Head of Policy & Business Transformation <a href="mailto:TBowring@valeofglamorgan.gov.uk">TBowring@valeofglamorgan.gov.uk</a>	
April	Quarter 3 Corporate Plan Performance Report		To provide Committee with the details of performance	To monitor and consider		
April	Welfare Reform Update report		Update as per Scrutiny Committee's decision on 16 <sup>th</sup> June, 2021.	To update Members on the work undertaken by the Council in the implementation of the UK Government's Welfare Reform agenda	Carolyn Michael, Interim Head of Finance <a href="mailto:Michael@valeofglamorgan.gov.uk">Michael@valeofglamorgan.gov.uk</a>	
April	Glamorgan Voluntary Services Annual report		T H A T the Glamorgan Voluntary Services Annual report that is presented to the Voluntary Sector Joint Liaison Committee be also reported on an Annual basis to this Committee and that arrangements be made for this Committee to receive the current report together with a		Rachel Connor	

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
			presentation prior to May 2022.			

**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
Report in relation to the Contact Centre and the Triage system to be brought to the Scrutiny Committee before April 2020 (02 Oct 19: Min No 348 and 20 Jan 21 Min No 375)	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	**Impacted by Covid-19** Report setting out the overall activities underway (including those in partnership/accommodated with the UHB) anticipated November 2021
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 Isbonni@valeofglamorgan.gov.uk	To be considered during the process of addressing Pay Policy 2022/23 which is to be reported to this Committee February 2022.
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 Isbonni@valeofglamorgan.gov.uk	The Senior Management review reported to Committee 22 <sup>nd</sup> September 2021 – remove from list
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 Isbonni@valeofglamorgan.gov.uk	To be considered during the Council's Workforce Planning review.
Progress report on the Digital Strategy – Customer and Employee (03 Mar 20: Min No 724)	Tony Curliss, Operational Manager for Customer Relations <a href="mailto:tcurliss@valeofglamorgan.gov.uk">tcurliss@valeofglamorgan.gov.uk</a> Laithe Bonni, Operational Manager Employee Services Isbonni@valeofglamorgan.gov.uk	The Digital Strategy review is currently being undertaken – to be reported when completed.
Report in respect of income levels, utilisation and the rationale for all fees and charges (21 Feb 21 Min No 423)	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	To be reported as part of the budget setting process as part of the fees and charges approval process.

Report on comparison of income derived from football over recent years and number of teams (03 Mar 20: Min No 726)	Tom Bowring Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Impacted by Covid. Due to the exceptional year in which much organised activity was not possible, undertaking this exercise for the 2020/21 year was not feasible. However, this could be progressed retrospectively should Members deem it useful.
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### Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Welfare Reform Annual Progress Report	Carys Lord, Head of Finance / Section 151 Officer, CLLord@valeofglamorgan.gov.uk	Last reported 16 <sup>th</sup> June 2021 (Min No ) Update report to be presented in December 2021.
Scrutiny Committees' Draft Annual Report	Cath Lindsey Assistant Democratic Services Officer celindsey@valeofglamorgan.gov.uk	To be submitted to Full Council in December 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 KBowen@valeofglamorgan.gov.uk	Each quarter
Quarterly Performance Reports: Corporate Health	Tom Bowring Head of Policy & Business Transformation 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.**