

Meeting of:	Corporate Performance and Resources Scrutiny Committee
Date of Meeting:	Wednesday, 16 November 2022
Relevant Scrutiny Committee:	Corporate Performance and Resources
Report Title:	1 st & 2nd Quarter Scrutiny Recommendation Tracking 2022/23 and Updated Committee Forward Work Programme Schedule 2022/23.
Purpose of Report:	To report progress on Scrutiny recommendations and to consider the updated Forward Work Programme together with any slippage for 2022/23.
Report Owner:	Rob Thomas, Chief Executive
Responsible Officer:	Mark Thomas, Democratic and Scrutiny Services Officer, 01446 709279
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"> • The report advises Members of progress in relation to the Scrutiny Committee's historical recommendations and the updated Forward Work Programme Schedule for 2022/23: <ul style="list-style-type: none"> - 1st Quarter Recommendations, April - June 2022 (Appendix A); - 2nd Quarter Recommendations, July – September 2022 (Appendix B); - Uncompleted Recommendations 2021-22 (Appendix C) - Updated Committee Forward Work Programme Schedule for 2022/23 (Appendix D). 	

Recommendations

1. That the status of the actions listed in Appendix A, B and C to the report be agreed.
2. That the updated Forward Work Programme Schedule for 2022/23 attached at Appendix D be approved and uploaded to the Council's website.

Reasons for Recommendations

1. To maintain effective tracking of the Committee's recommendations.
2. For public 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 Forward Work Programme Schedule provides a breakdown of reports anticipated to be considered by the Scrutiny Committee over the forthcoming months.

2. Key Issues for Consideration

- 2.1 As a result of the Local Government Election held on 5th May 2022 and subsequent Annual Meeting of the Council held on 23rd May 2022, Scrutiny Committee Meetings were established from June'22 for the 2022-23 municipal year.
- 2.2 Therefore, Quarter 1 of the municipal year related to the June Committee Meeting only. This coupled with the August recess meant that there were only three Committee meetings (June, July and September) to report on for both the 1st & 2nd Quarters in the municipal year. It was therefore agreed by Democratic & Scrutiny Officers to take both quarters collectively to the respective Scrutiny Committees when the 2nd Quarter would be considered as standard in October 2022. Due to the death of Her Majesty Queen Elizabeth II, the meeting scheduled for the Committee in September was cancelled. This meant that the agenda for September's meeting had to be incorporated into that of October's meeting for the Committee, leading to the further delay in reporting this item to Members and its subsequent addition to November's agenda of the Committee.
- 2.3 Appendices A, B and C as attached to this report, set out the previous 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.

- 2.4** 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.
- 2.5** The Committee's FWP has been aligned to the Quarterly Cabinet FWP as endorsed by Cabinet on 7th July 2022.
- 2.6** Members are requested to confirm approval of the updated Scrutiny Committee Work Programme Schedule attached at Appendix D, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.
- 2.7** 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.
- 2.8** 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.
- 2.9** 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 D) by identifying:
- The specific areas of interest for the Committee
 - How to engage Stakeholders (including ward members and general public)
 - The most appropriate forms of scrutiny (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.
- 2.10** Discussions in relation to broadening the Work Programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chair and Vice-Chair Group having regard to resource implications and corporate priorities.
- 2.11** In response to the 2019/20 Scrutiny Impact Member Survey, published in February 2020, the Scrutiny Committee Chair and Vice-Chair Group on 3rd 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.

- 2.12** 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

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.'
- 3.2** Scrutiny Committee Forward Work Programmes are 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/ Committee%20Reports/Committee%20Information/Public-Speaking-Guides/21-07-26-%E2%80%93-Updated-Guide-for-Speaking-at-Scrutiny-Committees-as-approved-by-Full-Council-26-07-21.pdf](https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Committee%20Information/Public-Speaking-Guides/21-07-26-%E2%80%93-Updated-Guide-for-Speaking-at-Scrutiny-Committees-as-approved-by-Full-Council-26-07-21.pdf)
- 3.4** The Scrutiny FWP provides details of reports and items proposed to be considered by the Committee over the coming municipal year (June 2022 – April 2023).

4. Climate Change and Nature Implications

- 4.1** None as a direct result of this report.

5. Resources and Legal Considerations

Financial

- 5.1** None as a direct result of this report.

Employment

- 5.2** None as a direct result of this report.

Legal (Including Equalities)

- 5.3** None as a direct result of this report.

6. Background Papers

[Q4 Tracking \(valeofglamorgan.gov.uk\)](http://valeofglamorgan.gov.uk).

[Scrutiny Committees' Annual Report May 2019 - April 2021](#)

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

Uncompleted Recommendations

1st Quarter 2022-23

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

14 April 2022				
Min. No. 1043 – Unacceptable Actions by Citizens and Social Media Policies (REF) – Recommended	Corporate Performance & Resources			
(2) That the Corporate Performance and Resources Scrutiny Committee, Cabinet and Governance and Audit Committee receive an annual update on the Unacceptable Actions by Citizens and Social Media Policies, as part of the annual Complaints and Compliments report.			Added to the Committee's Forward Work Programme. Cabinet, at its meeting on 25 th April, 2022, resolved [1] That the Unacceptable Actions by Citizens and Social Media Policies be approved. [2] That the Unacceptable Actions by Citizens and Social Media Policies be published on the Council's website. (Min No C917 refers)	Completed
Min. No. 1045 – Local Government and Elections (Wales) Act 2021: Standards of Conduct Statutory Guidance (CX) – Recommended	Corporate Performance & Resources			
(2) That the suggested response to the consultation relating to the Local Government and Elections (Wales) Act 2021: Standards of Conduct Statutory Guidance be forwarded to Cabinet for consideration and thereafter to Welsh Government as part of the consultation process prior to 16 th May, 2022.			Cabinet, at its meeting on 25 th April, 2022, resolved that the suggested response to the consultation be accepted and submitted to Welsh Government as part of the consultation process prior to 16 th May, 2022. (Min No C916 refers)	Completed
Min. No. 1046 – Glamorgan Voluntary Services Annual Report 2020/21 (GVS) – Recommended	Corporate Performance & Resources			
(1) That the Corporate Performance and Resources Scrutiny Committee receive this report on an annual basis.			Added to the Committee's Forward Work Programme.	Completed
(2) That Council Officers ensure GVS' Vista magazine and supplements are circulated to all elected Members by email.			DSSO has liaised with GVS and will forward the Vista Magazine and supplements to all Elected Members via email when they become available".	Ongoing

Uncompleted Recommendations

1st Quarter 2022-23

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

16 June 2022				
Min. No. – Q4 Sickness Absence Report 2021/2022 (REF) – Recommended				
<p>THAT the Committee's views and recommendations be referred to Cabinet for their consideration and approval, namely:</p> <ul style="list-style-type: none"> • A report be produced for Cabinet and for the Committee on the breakdown of sickness absence by staff working at home and those working in office and frontline environments. • A report be produced for Cabinet and for the Committee on any potential correlation between the areas where the Council has skill shortages with the issues of recruitment and retention as well as significant levels of sickness absence. • A report be produced for Cabinet and for the Committee on the link between sickness absence and perimenopause and menopause for female staff, as well as looking at the means of enabling staff to cite these as reasons for sickness absence, such as on return-to-work forms. • A report be produced for Cabinet and for the Committee looking at specifically the longer-term instances of sickness absence and the numbers of persons affected, broken down by sector, reason for absence, etc. 			Cabinet, at its meeting on 8 th September, 2022 RESOLVED – THAT the reference from Corporate Performance and Resources Scrutiny Committee of 16 th June, 2022 be noted and that the HR Team be mindful of the topics raised by the Scrutiny Committee as part of the Recommendations to the reference and consider those matters as part of the next Quarterly Sickness Absence Report. (Min No C59 refers)	Completed
4th Quarter Scrutiny Recommendation Tracking 2021/22 And Proposed Annual Forward Work Programme Schedule 2022/23 (CX) – Recommended				
(3) That the Committee's proposed Annual Forward Work Programme Schedule for 2022/23 attached at Appendix C be approved and uploaded to the Council's website, subject to the following amendment being made:			Amended proposed Annual Forward Work Programme uploaded to the Council's website.	Completed

Uncompleted Recommendations

1st Quarter 2022-23

Appendix A
Apr - Jun 2022

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
<ul style="list-style-type: none">That the Project Zero report be moved from June to July 2022 in the Work Programme Schedule.				

Uncompleted Recommendations

2nd Quarter 2022-23

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

13 July 2022				
Min. No. 164 – Draft Response to Welsh Government’s Consultation Statutory Guidance and Directions Made Under the Local Government Act 2000, the Local Government (Wales) Measure 2011 and the Local Government And Elections (Wales) Act 2021 (REF) – Recommended	Corporate Performance & Resources			
<p>That Cabinet be informed of the comments made by Corporate Performance and Resources Scrutiny Committee on the Draft Response to Welsh Government's Consultation Statutory Guidance and Directions made under the Local Government Act 2000, the Local Government (Wales) Measure 2011 and the Local Government and Elections (Wales) Act 2021, namely:</p> <ul style="list-style-type: none"> • The need to ensure sufficient resources for the Democratic Services Team in order to address areas such as additional information, research and support services for all Elected Members in order to hold Cabinet and the Council to account and to discuss key issues in a more effective manner; • The importance of ensuring that the Welsh language was not treated any differently or any less favourably than English i.e. the use of an interpreter at hybrid meetings and the importance of bilingual participation; • The importance of reviewing the timings of meetings, work life balance, diversity, feedback, training and development for Members. 			Cabinet, at its meeting on 21 st July, 2022 noted the Committee’s recommendations. (Min No C43 refers)	Completed
Min. No. 165 – Project Zero Update Report (DCR) – Recommended	Corporate Performance & Resources			
(2) That Cabinet be informed of the comments made by Corporate Performance and Resources Scrutiny Committee on the Project Zero Update Report, namely:			Cabinet, at its meeting on 21 st July, 2022 resolved [1] That the report be noted, and at the request of Corporate Performance and Resources Scrutiny	Completed

Uncompleted Recommendations

2nd Quarter 2022-23

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
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<ul style="list-style-type: none"> • Additional information be provided on the following areas covered by the report: <ul style="list-style-type: none"> ○ Aberthaw Power Station. ○ OVOBikes (e-bikes). ○ On the status of the reserves to support the delivery of Project Zero (i.e. has there been any drawdown on these, etc.). ○ On the engagement with, and the work of, the Local Nature Partnership in relation to Project Zero. ○ On any work to be undertaken around 'blue spaces' (i.e. rivers, coasts and streams); and, where relevant, the above information be included as an addendum or appendix prior to the report being referred onto Cabinet, and the Environment and Regeneration Scrutiny Committee as well as for future reports for the Corporate Performance and Resources Scrutiny Committee. • Future reports include the following in terms of its focus and format: <ul style="list-style-type: none"> ○ The use of hyperlinks or other means of access to the relevant background reports and papers linked to Project Zero, as well as the related minutes, in order to track decision-making more easily. ○ A greater emphasis on the barriers, emerging risks and challenges, as well as the successes or work undertaken, around Project Zero and on the progress made addressing these. ○ To update on the timescales around decarbonisation and whether these are being met, as well as utilising 'RAG' ratings (Red, Amber and Green) for the various elements of the Project. ○ To provide more detail on the financial aspects of this Project, i.e. an update on the finances 			<p>Committee, the matter be referred to Environment and Regeneration Scrutiny Committee for full consideration before being referred back to Cabinet for final consideration.</p> <p>[2] That the report be distributed to all elected Members, the Public Services Board and all Town and Community Councils for their information. (Min No. C44 refers)</p>	
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Uncompleted Recommendations

2nd Quarter 2022-23

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
and reserves that support the delivery of Project Zero.				
(3) That following consideration of the report by Cabinet that they refer the report to Environment and Regeneration Scrutiny Committee to consider with the comments of both the Corporate Performance and Resources Scrutiny Committee and Cabinet and refer any further comments back to Cabinet.			Cabinet, at its meeting on 21 st July, 2022 resolved [1] That the report be noted, and at the request of Corporate Performance and Resources Scrutiny Committee, the matter be referred to Environment and Regeneration Scrutiny Committee for full consideration before being referred back to Cabinet for final consideration. [2] That the report be distributed to all elected Members, the Public Services Board and all Town and Community Councils for their information. (Min No. C44 refers)	Completed
(4) That Corporate Performance and Resources Scrutiny Committee recommend to Cabinet that this report be distributed to all elected Members, the Public Services Board and all Town and Community Councils for their information.				

Uncompleted Recommendations

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
20 January 2022				
Min. No. 764 – Q2 Sickness Absence Report 2021/22 (REF) – Recommended	Corporate Performance & Resources			
(1) That the future Quarter 3 Sickness Absence Report include details of sickness absence comparisons with other Local Authorities.		}	Operational Manager for HR to include for future reports.	Ongoing
(2) That the report be noted and Cabinet be advised of the discussions at the meeting.			This comparative data is currently being worked on and collated; to be included in sickness absence reporting in the near future.	
Min. No. 769 – Vale of Glamorgan Public Services Board – Draft Wellbeing Assessment (MD) – Recommended	Corporate Performance & Resources			
(1) That the draft Wellbeing Assessment be noted and the Public Services Board advised of the Committee's views, as discussed at the meeting, as part of the formal consultation process.			Head of Service to inform PSB. The Committee's views have been shared with PSB and the assessment completed.	Completed
17 March 2022				
Min. No. 989 – Service Plans and Target Setting to Deliver the Annual Delivery Plan 2022/23 (CX) – Recommended	Corporate Performance & Resources			
(3) That for future Service Plans and Target Setting to deliver the Annual Delivery Plan, Cabinet and the Scrutiny Committee Chair and Vice-Chair Group, following the local elections, considers additional, complementary, means of scrutinising these more effectively, such as through a presentation, dedicated workshop or task and finish group prior to their final submission to Scrutiny.			Head of Service to make the necessary arrangements. Members have been involved in a series of sessions to inform the development of the corporate performance framework, including quarterly reports and the presentation of the Annual Self-Assessment Report. A session will be held in January 2023 prior to presenting the service plans and target setting to inform the approach to enabling members to effectively scrutinise this activity.	Ongoing



Vale of Glamorgan Council

Corporate Performance and Resources Scrutiny Committee

Forward Work Programme

June 2022 (election year) – April 2023

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	4 th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Last Quarter 3 report received January 2022.	To report progress on the Scrutiny recommendations [Jan, Feb, Mar] and to confirm the Committee's work programme for 2022/23.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Presented to Committee on 16 th June (Min no 74) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-06-16/Q4-Tracking-and-FWP.pdf
June	Introduction To the Corporate Performance & Resources Scrutiny Committee.		Introduce the Committee to the work and remit of the Corporate Performance & Resources Scrutiny Committee.	To make Committee Members aware of the work and remit of the Corporate Performance & Resources Scrutiny Committee.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Presented to Committee on 16th June (Min no 72) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-06-16/Introduction-to-CPR-Presentation.pdf
June	Sickness Absence Report - CFWP	Quarter 2 reported to Committee in January 2022.	To include quarter by quarter comparisons and details of the wellbeing	The report be referred to Corporate	Laithe Bonni, Operational Manager Employee Services	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
			work being undertaken to date as requested by the Committee	Performance and Resources Scrutiny Committee for consideration, with any comments referred back to Cabinet for further consideration.	Isbonni@valeofglamorgan.gov.uk	<p>16th June (Min no 73)</p> <p>https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-06-16/Ref-from-Cab-Q4-Sickness-Absence-Report-2021-2022.pdf</p> <p>https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-06-16/Ref-from-Cab-Q4-Sickness-Absence-Report-to-Cabinet.pdf</p>
July	Project Zero	Presented to Committee in June 2021	To report progress in delivering Project Zero.	To update the Committee on the continuing engagement being undertaken as part of Project Zero.	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Originally scheduled for June. 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
						13 th July (Min no 165) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-07-13/Project-Zero-Progress.pdf
July	Corporate Safeguarding Annual Report CFWP	Previously referred to Committee in June 2021	To update Committee on the work undertaken to improve corporate arrangements and to ensure their effectiveness	To ensure that Committee is aware of recent developments in corporate arrangements for safeguarding. To allow Committee to exercise effective scrutiny of this key area of corporate working and be assured of effective safeguarding taking place.	Lance Carver, Director of Social Services, lcarver@valeofglamorgan.gov.uk	Presented to Committee on 13 th July (Min no 163) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-07-13/Ref-from-Cab-Annual-Corporate-Safeguarding-Report.pdf

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
July	Closure of Accounts 2021/22	Last received July 2021.	The accounts are complete and this report is to inform Scrutiny Committee of the provisional financial position of the Council for the 2021/22 financial year.	Members aware of the provisional financial position and actions that have been taken.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Moved to September / October's meeting.
July	1 st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Last municipal year 4 th Quarter received June 2022.	To report progress on the Scrutiny recommendations [Apr, May, June] and to confirm the Committee's work programme for 20**/**.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Moved to November's meeting.
July	Annual Delivery Plan Monitoring Report: Quarter 4 Performance 2021/22.	Cabinet Forward Work Programme Item.	To present quarter 4 performance results for the period 1st April 2021 to 31st March 2022 in delivering our 2021/22 Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan 2021/22 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 meet our performance	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Presented to Committee on 13 th July (Min no 168) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-07-13/ADP-Q4-Monitoring.pdf

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
				requirements as outlined in the Local Government & Elections (Wales) Act 2021 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. To ensure members maintain an oversight of the recovery issues impacting on the work of the Council and their respective Scrutiny Committees.		
July	Revenue Monitoring for the Period 1st April to 31st May 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue expenditure for the period	To inform Committee of the projected revenue outturn for 2022/23.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorg.gov.uk	Presented to Committee on 13 th July (Min no 166) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-07-

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
						13/Revenue-Monitoring.pdf
July	Capital Monitoring for the Period 1st April to 31st May 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress on the 2022/23 Capital Programme for the period 1st April to 31st May 2022 and to request changes to the Capital Programme.	To advise Committee of the progress on the Capital Programme.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorg an.gov.uk	Presented to Committee on 13 th July (Min no 167) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-07-13/Capital-Monitoring.pdf
July	Draft Response to Welsh Government's Consultation Statutory Guidance and Directions made under the Local Government Act 2000, the Local Government (Wales) Measure 2011 and the Local Government and Elections (Wales)	Reference from Cabinet.	To seek approval for the submission of the Council's response to the above Welsh Government consultation.	To enable the Council to respond to the Consultation on Statutory Guidance and Directions made under the Local Government Act 2000, the Local Government (Wales) Measure 2011 and the Local Government and Elections (Wales) Act 2021 (including consultation with Scrutiny).	Jeff Rees, Operational Manager, Democratic Services JERees@valeofglamorgan.gov.uk	Presented to Committee on 13 th July (Min no 164) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-07-13/Ref-from-Cab-Draft-Response-to-WG-Consultation.pdf

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
	Act 2021 – Cabinet: 23 rd June, 2022.					
August	RECESS					
September	Meeting postponed due to the death of Queen Elizabeth II. **Agenda items moved to October's meeting.**					
October	Consultation draft of Council Annual Self-assessment 2021/22.	Reference from Cabinet.	Seeking members views.	To be confirmed.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Added to FWP on request of Operational Manager – Democratic Service (20 th June 2022). Presented to Committee on 13 th October (Min no 364) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-10-12/Ref-from-Cab-Draft-Vale-of-Glamorgan-Council-Annual-Self-Assessment-2021-22.pdf

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
October	2 nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule	1st Quarter received June 2022	To report progress on the Scrutiny recommendations [Jul, Sept] and to confirm the Committee's work programme for 20**/20**.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Moved to November's meeting (Q1 and Q2 combined).
October	Revenue Monitoring for the Period 1st April to 31st August, 2022	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue expenditure for the period.	To inform Committee of the projected revenue outturn for 2022/23. To respond to emerging pay and price inflationary pressures in 2022/23	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 13 th October (Min no 365) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-10-12/Revenue-Monitoring.pdf
October	Project Zero	Last reported in July 2022	To report progress in delivering Project Zero.	To update the Committee on the continuing engagement being undertaken as part of Project Zero.	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Moved to a future Committee date – December 2022.
October	Vale of Glamorgan Council: Annual Performance Calendar 2022/23	Reference from Cabinet	To present the Vale of Glamorgan Annual Performance Calendar for 2022/23, which outlines	To ensure all Scrutiny Committees and the Governance and Audit Committee	Tom Bowring, Head of Policy & Business Transformation	Presented to Committee on 13 th October (Min no 360)

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			the key plans/reports that will be subject to consideration by Members throughout the year. The report also outlines how the Council will involve Members in shaping the approach, key plans and reports aligned to the performance management framework annual calendar to enable the Council to meet the new performance requirements (Part 6 section 89-93) of the Local Government & Elections (Wales) Act 2021 (LG&E) and contribute to the national goals of the Well-being of Future Generations (Wales) Act 2015 (WBFG).	(section 114 of the Local Government & Elections (Wales) Act 2021) have oversight of the Annual Performance Calendar and their views inform the Council's approach to meeting the new performance requirements.	TBowring@valeofglamorg an.gov.uk	https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-10-12/Ref-from-Cab-Vale-of-Glamorgan-Council-Annual-Performance-Calendar-2022-23.pdf
October	Closure of Accounts 2021/22	Reference from Cabinet	The accounts are complete and this report is to inform Cabinet of the provisional financial position of the Council for the 2021/22 financial year.	To enable the Scrutiny Committee responsible for finance to review the year end position.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorg an.gov.uk	Presented to Committee on 13 th October (Min no 361) https://www.valeofglamorgan.gov.uk/Documents/Committee%20R

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						eports/Scrutiny-CRP/2022/22-10-12/Ref-from-Cab-Closure-of-Accounts-2021-22.pdf
October	Capital Closure of Accounts 2021/22	Reference from Cabinet	The accounts are complete, and this report is to inform Cabinet of the provisional financial position of the Council's Capital Programme for the 2021/22 financial year	To enable the Scrutiny Committee responsible for finance to review the year end Position.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 13th October (Min no 362) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-10-12/Ref-from-Cab-Capital-Closure-of-Accounts-2021-22.pdf
October	Welsh Language Standards Annual Monitoring Report 2021-22	Reference from Cabinet	To seek approval for the Council's Annual Welsh Monitoring Report and update on 5-year Promotion Strategy.	To enable Scrutiny Committee (Learning & Culture and Corporate Performance & Resources) to consider the report (and appendices) prior to publication.	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Presented to Committee on 13th October (Min no 363) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-10-12/Ref-from-Cab-Capital-Closure-of-Accounts-2021-22.pdf

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						eports/Scrutiny-CRP/2022/22-10-12/Ref-from-Cab-Welsh-Language-Standards-Annual-Monitoring-Report-2021-22.pdf
October	Vale of Glamorgan Public Services Board Annual Report 2020-21.	Last report in September 2021 .	To present an overview of the fourth year of progress in delivering the Wellbeing Objectives and actions set by the Vale PSB in its Well-being Plan.	To enable Members to consider the content of the Annual Report and progress being made in the delivery of the current Well-being Plan. To enable Members to make recommendations to the PSB. To advise Members of the plans for the new Well-being Plan to be published in 2023. To ensure all elected Members and the Community Liaison	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Presented to Committee on 13th October (Min no 366) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-10-12/PSB-Annual-Report.pdf

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				Committee are aware of the work of the Public Services Board.		
October	Annual Delivery Plan Monitoring Report: Quarter 1 Performance 2022/23	Last report in July 2022 .	To present quarter 1 performance results for the period 1st April 2022 to 30th June 2022 in delivering our 2022/23 Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan 2021/22 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 meet our performance requirements as outlined in the Local Government & Elections (Wales) Act 2021 and reflecting the requirement of the Wellbeing of Future Generations (Wales) Act 2015 that it	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Presented to Committee on 13th October (Min no 367) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-10-12/ADP-Quarter-1.pdf

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				maximises its contribution to achieving the well-being goals for Wales. To ensure members maintain an oversight of the recovery issues impacting on the work of the Council and their respective Scrutiny Committees.		
November	Quarterly sickness absence Report 2022/2023.	Cabinet Forward Work Programme Item.	To update Members on the sickness absence statistics for the 6-month period.	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	Moved to December meeting
November	Capital Monitoring for the Period 1st April to 31st August 2022	Reference from Cabinet.	To advise of the progress on the 2022/23 Capital Programme for the period 1st April to 31st August, 2022 and to request changes to the Capital Programme.	To advise Corporate Performance and Resources Scrutiny Committee of the progress on the Capital Programme.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Added to November's agenda.

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
November	Draft Capital Strategy 2023/24 and Initial Capital Programme Proposals 2023/24 to 2027/28	Reference from Cabinet.	To gain approval for the Initial Capital Programme Proposals for 2023/24 to 2027/28 so that they may be submitted to Scrutiny Committees for consultation and to set out the Draft Capital Strategy for Cabinet Member to consider.	In order that Cabinet be informed of the comments of Scrutiny Committees before making a proposal on the 2022/23 Capital Programme	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Added to November's agenda.
November	Financial Strategy 2023/24 and Medium Term Financial Plan Refresh	Reference from Cabinet.	To advise Committee of the progress on the 2022/23 Capital Programme for the period 1st April to 30th September 2022 and to request changes to the Capital Programme.	The Council was open to clear and transparent financial reporting and an appropriate level of challenge to the management of its finances. A key element of the challenge process was through the Council's scrutiny function.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Added to November's agenda.
November	Capital Monitoring for the period 1st April to 30th September, 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress on the 2022/23 Capital Programme for the period 1st April to 30th September 2022 and to request changes to the Capital Programme.	That Committee notes the progress made on delivering the 2022/23 Capital Programme, changes made and use of relevant powers.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Added to November's agenda.

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November	1st and 2nd Quarter Scrutiny Recommendation Tracking 2022/23 and Updated Committee Forward Work Programme Schedule 2022/23	Last report in June 2022 .	To report progress on Scrutiny recommendations and to consider the updated Forward Work Programme together with any slippage for 2022/23.	To maintain effective tracking of the Committee's recommendations and work programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Added to November's agenda.
December	Draft Annual Delivery Plan – Consultation.	Cabinet Forward Work Programme Item. Presented to Committee previously in December 2021.	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	For Committee to consider.	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	
December	Project Zero	Last reported in July 2022 .	To report progress in delivering Project Zero.	To update the Committee on the continuing engagement being undertaken as part of Project Zero.	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Slipped from October.
December	Quarter 2 2021/22 Performance Report	Last report in September (Quarter 1).	To present Quarter 2 results	In order that performance can be monitored, and any recommendations reported for consideration to Cabinet.	Julia Archampong, Corporate Performance Manager. jarchampong@valeofglamorgan.gov.uk	

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December	Corporate Safeguarding Mid Term Report.	Last report in July 2022.	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.	To ensure that there is a wide-reaching level of Member of oversight regarding this important area.	Lance Carver, Director of Social Services, lcarver@valeofglamorgan.gov.uk	
December	Initial Revenue Programme Budget Proposals.	Cabinet Forward Work Programme Item. Presented to Committee previously in December 2021.	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	
December	Initial Capital Programme Budget Proposals.	Cabinet Forward Work Programme Item. Presented to Committee previously in December 2021.	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	
December	Corporate Safeguarding Mid Term Report.	Annual version last received July 2022.	To update Cabinet on the work that has been undertaken in relation to Corporate arrangements for Safeguarding across	For Committee for consideration.	Lance Carver, Director of Social Services, lcarver@valeofglamorgan.gov.uk	

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			the Council. To provide assurance and understanding around safeguarding activity taking place across the Council.			
January	Quarterly sickness absence Report 2022/2023	Cabinet Forward Work Programme Item.	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	
January	3 rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Quarter 2 received October 2022.	To report progress on the Scrutiny recommendations [Oct, Nov, Dec] and to confirm the Committee's work programme for 2022/23.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
January	Revenue and Capital Monitoring 1 st April – 30 th November 2022	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.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	
January	Public Services update report	Presented to Committee in January 2022	To report on progress and include quarter by quarter comparisons	For Committee to consider and to be aware.	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	

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February	Pay Policy 2023/2024	Cabinet Forward Work Programme Item. (Presented to Committee in February 2022).	To consider the Pay Policy	To respond to the legal requirement under the Localism Act 2011 and to provide openness and accountability in relation to how the Council rewards its staff.	Tracy Dickinson, Head of Human Resources and Organisational Development tdickinson@valeofglamorgan.gov.uk	
February	3 rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Quarter 2 received October 2022.	To report progress on the Scrutiny recommendations [Oct, Nov, Dec] and to confirm the Committee's work programme for 2022/23.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
February	Project Zero	Cabinet Forward Work Programme Item. (Presented to Committee in March 2022).	To report progress in delivering Project Zero.	To update the Committee on the continuing engagement being undertaken as part of Project Zero.	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	
February	Vale of Glamorgan Annual Delivery Plan 2022/23	Last received March 2022.	To present the Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	The views of all key stakeholders including Scrutiny Committees, inform the Council's draft Annual Delivery Plan	Julia Archampong, Corporate Performance Manager. jarchampong@valeofglamorgan.gov.uk	
March	Revenue and Capital monitoring for the period	Cabinet Forward Work Programme Item.	To advise on progress to date	To monitor progress	Carolyn Michael, Interim Head of Finance	

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	1 st April 2021 to 31 st January 2022				Michael@valeofglamorgan.gov.uk	
March	Service Plans and Target Setting	Last reported in March 2022.	To seek Members' endorsement of the priority actions as reflected in Service Plans and proposed service improvement targets that will deliver the Council's Annual Delivery Plan within the remit of the Committee.	.To ensure that the Service Plans aligned to this Committee's remit are accurate, up to date and relevant and become the main document through which performance against the Corporate Plan's Annual Delivery Plan is monitored and measured during the period in question. 2. To ensure the Council's Corporate Plan Performance Measurement Framework identifies a relevant set of performance measures and targets against which the Annual Delivery Plan can be monitored and measured during the period in question.	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	
March	Vale of Glamorgan Replacement LDP	Reference from Cabinet.	To consider and approve the Draft Preferred	TBC	TBC	

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	(2021-2036) – Draft Preferred Strategy, Initial Sustainability Appraisal Report / HRA		Strategy, Initial Sustainability Appraisal Report and HRA for public consultation purposes.			
April	Quarter 3 Corporate Plan Performance Report	Last report in December (Quarter 2).	To provide Committee with the details of performance for Quarter 3.	In order that performance can be monitored, and any recommendations reported for consideration to Cabinet.	Julia Archampong, Corporate Performance Manager. jarchampong@valeofglamorgan.gov.uk	
April	Welfare Reform Update report		Ongoing update on Welfare Reform (as per Scrutiny Committee's decision on 16 th June, 2021).	To update Members on the work undertaken by the Council in the implementation of the UK Government's Welfare Reform agenda	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Slipped into 2022/23 from 2021/22 at the request of the Sec 151 Officer.
April	Glamorgan Voluntary Services Annual report	Last report in April 2022.	The Glamorgan Voluntary Services Annual report be presented to the Voluntary Sector Joint Liaison Committee and be reported on an Annual basis to this Scrutiny Committee and that arrangements be made for this Committee to receive	To provide the Committee with information of the work of GVS throughout the year.	Rachel Connor Glamorgan Voluntary Services (GVS).	

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			the current report together with a presentation.			
April	Unacceptable Actions Report – Annual Update.	Last report in April 2022.	For Committee to consider the update on Unacceptable Actions by Citizens and Social Media Policies.	As per purpose of the report.	Tom Bowring, Head of Policy & Business Transformation TBowring@valeofglamorgan.gov.uk	Agreed at the Committee meeting in April 2022 meeting to be received annually.

Other reports requested previously by Committee to be added into schedule as and when available

(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
On the Oracle implementation project, contract and budget, including information on how the original budget was reached and the factors behind the current overspend.	TBC	Raised at October 2022's meeting of the Committee.
On the Leisure Services budget, contract and the factors behind the current overspend.	TBC	Raised at the meeting of the Committee in October 2022.
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 lsbonni@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 tcurliss@valeofglamorgan.gov.uk Laithe Bonni, Operational Manager Employee Services lsbonni@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.

Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Welfare Reform Annual Progress Report	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Last reported 16 th June 2021 (Min No 138); update report to be presented in 2022/23 (date TBC).
Scrutiny Committees' Draft Annual Report	Cath Lindsey Assistant Democratic Services Officer celindsey@valeofglamorgan.gov.uk	Last reported to Full Council in December 2021 (Min 610); further report to go to Council / Scrutiny in 2022/23 (date TBC).

Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
Quarterly Decision Tracking and Forward Work Programme	Mark Thomas Democratic and Scrutiny Services Officer methomas@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.