

Meeting of:	<b>Environment and Regeneration Scrutiny Committee</b>
Date of Meeting:	<b>Tuesday, 14 June 2022</b>
Relevant Scrutiny Committee:	Environment and Regeneration
Report Title:	4th Quarter Scrutiny Recommendation Tracking 2021/22 and Proposed Annual Forward Work Programme Schedule 2022/23.
Purpose of Report:	To report progress on 2021/22 Scrutiny recommendations and to confirm the Committee's proposed Annual Forward Work Programme for 2022/23.
Report Owner:	Rob Thomas, Chief Executive
Responsible Officer:	Gareth Davies, Democratic and Scrutiny Services Officer, 01446 709 249.
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 proposed Annual Forward Work Programme Schedule for 2022/23: <ul style="list-style-type: none"> <li>- 4<sup>th</sup> Quarter Recommendation Tracking January to March 2022 (Appendix A);</li> <li>- 3<sup>rd</sup> Quarter Recommendation Tracking October to December 2021 (Appendix B);</li> <li>- 2020-21 Uncompleted Recommendations (Appendix C);</li> <li>- 2019-20 Uncompleted Recommendations (Appendix D);</li> <li>- Cabinet Annual Forward Work Programme 2021/22 (Appendix E);</li> <li>- Proposed Annual Forward Work Programme Schedule for 2022/23 (Appendix F).</li> </ul> </li> </ul>	

## **Recommendations**

1. That the status of the actions listed in Appendix A to D to the report be agreed.
2. That the Cabinet Annual Forward Work Programme for 2022/23 attached at Appendix E, in the context of the Environment and Regeneration Scrutiny Committee Annual Forward Work Programme 2022/23 content, be noted.
3. That the Committee's proposed Annual Forward Work Programme Schedule for 2022/23 attached at Appendix F be approved and uploaded to the Council's website.

## **Reasons for Recommendations**

1. To maintain effective tracking of the Committee's recommendations.
2. To align with section 7.6 of the Cabinet and Scrutiny Roles and Responsibilities Protocol.
3. 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 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 Appendices A to D, 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.
- 2.2 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 The Work Programme has been aligned to the Annual Cabinet Forward Work Programme as endorsed by Cabinet on 25th April 2022 and attached at Appendix E.
- 2.4 Members are also requested to confirm approval of the proposed Scrutiny Committee Work Programme Schedule attached at Appendix F, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances. The schedule includes notes

on reports that were scheduled to be reported in the previous quarter that have now been slipped to the 2022-23 Municipal year however, this Committee has no slippage to report from the 2021-22 Municipal year.

- 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 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 F) 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 Chair and Vice-Chair 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 Chair and Vice-Chair Group on 3rd March 2021 agreed that Scrutiny Committee Chairpersons 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.'
- 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/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 (June 2022 – April 2023).

### **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**

[Q3 Tracking \(valeofglamorgan.gov.uk\).](#)

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

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

# Uncompleted Recommendations

4<sup>th</sup> Quarter 2021-22

SCRUTINY RECOMMENDATION TRACKING FORM ENVIRONMENT AND REGENERATION 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

18 January 2022				
<p><b>Min. No. 752 – Rural Roads Policy – Recommended</b></p> <p>That Cabinet be requested to revisit their decision not to implement a separate Rural Roads Policy or for the current Policy to be reviewed to reflect road safety concerns raised by residents in the rural Vale.</p>	Environment & Regeneration		<p>Cabinet, at its meeting on 28<sup>th</sup> February, 2022, RESOLVED – THAT the comments of the Environment and Regeneration Scrutiny Committee and subsequent comments from Councillor Morgan be noted and considered further by the next Administration as part of an authority-wide traffic management and road safety policy that linked with both the 20mph default speed limit and plans for greater active travel opportunities, further to officer review. (Min. No. C833 refers)</p>	Completed
<p><b>Min. No. 753 – Active Travel – Results of Consultation for the Active Travel Network Map Update 2021 (REF) – Recommended</b></p> <p>That Cabinet be requested to consider the comments of the Scrutiny Committee made at the meeting held on 18<sup>th</sup> January 2022, prior to Cabinet approving final submission to Welsh Government. The comments of the Scrutiny Committee being:</p> <ul style="list-style-type: none"> <li>For further consideration to be given around how consultation exercises are conducted by the Council in order to attract the views of more members of the public. For example, by asking organisations such as the Tourist Board to help share consultations or by requesting the help and assistance of local Councillors to raise awareness.</li> <li>For future consideration to be given for an Active Travel route between Boverton and St. Athan.</li> <li>To highlight the Scrutiny Committee's and public support for the Active Travel route proposed between Dinas Powys and Barry.</li> </ul>	Environment & Regeneration		<p>Cabinet, at its meeting on 24<sup>th</sup> January, 2022, RESOLVED – THAT the comments of the Environment and Regeneration Scrutiny Committee made at the meeting held on 18th January 2022 be noted and endorsed, and there were no further formal changes to be submitted to Welsh Government. (Min. No. C804 refers)</p>	Completed

# Uncompleted Recommendations

4<sup>th</sup> Quarter 2021-22

**SCRUTINY RECOMMENDATION TRACKING FORM ENVIRONMENT AND REGENERATION 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
<b>Min. No. 755 – 3rd Quarter Scrutiny Recommendation Tracking 2021/22 and Updated Committee Forward Work Programme Schedule 2021/22 (MD) – Recommended</b>	Environment & Regeneration			
(2) That the updated Committee Forward Work Programme Schedule attached at Appendix F be approved and uploaded to the Council's website.			Committee's updated Forward Work Programme Schedule uploaded to the Council's website.	Completed
<b>15 February 2022</b>				
<b>Min. No. 860 – Draft Public Participation Strategy (REF) – Recommended</b>	Environment & Regeneration			
That the comments of the Scrutiny Committee be forwarded to the Head of Policy and Business Transformation as part of the consultation process.			Minutes provided to the relevant Officer.	Completed

# Uncompleted Recommendations

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

SCRUTINY RECOMMENDATION TRACKING FORM ENVIRONMENT AND REGENERATION 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 December 2021				
<b>Min. No. 660 – Initial Revenue Budget Proposals 2022/23 (DEH) – Recommended</b>	Environment & Regeneration			
(1) That within the area of Neighbourhood Services, the Corporate Performance and Resources Scrutiny Committee be advised of the importance to fund cost pressure 5 – £100k relating to Coastal Resorts in order to keep them open and attractive to visitors. In addition, the Council should explore alternative ways, such as the use of volunteers, to help maintain cleanliness and standards at our Coastal Resorts.		}	Referred to Corporate Performance and Resources Scrutiny Committee meeting on 22 <sup>nd</sup> December, 2021.  Update to be provided once minutes of the meeting on 22 <sup>nd</sup> December 2021 are approved.  Corporate Performance and Resources Scrutiny Committee on 22 <sup>nd</sup> December, 2021 noted the recommendations of Committee. (Min No 708 refers)	Completed
(2) That the Corporate Performance and Resources Scrutiny Committee considers the recommendation of the Environment and Regeneration Scrutiny Committee for an ANPR car parking monitoring system to be introduced at Nells Point and Harbour Road car parks.				
(3) That within the area of Neighbourhood Services, the Corporate Performance and Resources Scrutiny Committee be advised of the importance to fund cost pressures relating to statutory services such as Waste, SUDS (Sustainable Drainage) and Highway Maintenance.				
(4) That the Corporate Performance and Resources Scrutiny Committee considers the recommendation of the Environment and Regeneration Scrutiny Committee for the Council to explore alternative ways that services and the related cost pressures are delivered.				
<b>Min. No. 661 – Initial Capital Programme Proposals 2022/23 to 2026/27 (DEH) – Recommended</b>	Environment & Regeneration			
That the Corporate Performance and Resources Committee considers the importance of prioritising capital bids within the area of Neighbourhood Services relating to statutory services such as Waste and Highway Maintenance, in order to reduce risk and			Referred to Corporate Performance and Resources Scrutiny Committee meeting on 22 <sup>nd</sup> December, 2021.  Update to be provided once minutes of the meeting	Completed

# Uncompleted Recommendations

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

**SCRUTINY RECOMMENDATION TRACKING FORM ENVIRONMENT AND REGENERATION 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
improve public health and safety.			<p>on 22<sup>nd</sup> December 2021 are approved.</p> <p>Corporate Performance and Resources Scrutiny Committee, at its meeting on 22<sup>nd</sup> December, 2021, recommended</p> <p>[2] That the Committee supported the emphasis placed on the importance of prioritising capital bids within the area of Neighbourhood Services relating to statutory services such as Waste and Highway Maintenance, as recommended by the Environment and Regeneration Scrutiny Committee in order to reduce risk and improve public health and safety.</p> <p>(Min No 710 refers)</p>	



# Uncompleted Recommendations

2020-21

**SCRUTINY RECOMMENDATION TRACKING FORM ENVIRONMENT AND REGENERATION 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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<b>16 February 2021</b>				
<b>Min. No. 427 – Flooding Event on 23<sup>rd</sup> December 2020 (REF) – Recommended</b>	Environment & Regeneration			
(2) That a representative from Natural Resources Wales be invited to attend a meeting of the Environment and Regeneration Scrutiny Committee in order to outline the flood risk mitigation measures being considered for the Vale of Glamorgan.			Reported to the Scrutiny Committee 15 <sup>th</sup> February 2022. <a href="https://www.valeofglamorgan.gov.uk/Documents/_Committee%20Reports/Scrutiny-ER/2022/22-02-15/Minutes.pdf">https://www.valeofglamorgan.gov.uk/Documents/_Committee%20Reports/Scrutiny-ER/2022/22-02-15/Minutes.pdf</a>	Completed

## Uncompleted Recommendations

2019/20

## SCRUTINY RECOMMENDATION TRACKING FORM ENVIRONMENT AND REGENERATION 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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23 July 2019				
<b>Min. No. 188 – Revenue and Capital Monitoring for the Period 1<sup>st</sup> April to 31<sup>st</sup> May 2019 (DEH) – Recommended</b>	Environment & Regeneration			
(2) That a site visit be undertaken to Waste Recycling Transfer facility in Cowbridge.			Site visit arranged for Thursday, 14 <sup>th</sup> November, 2019 at 3.00 p.m.  Visit cancelled due to adverse weather. Will be rescheduled post Covid.  Programme of visits to all Waste Transfer Sites in the Vale to be formulated for the Summer of 2022.	Ongoing



VALE of GLAMORGAN COUNCIL CABINET OFFICE

# Cabinet Annual Strategic Forward Work Programme

June 2022 – April 2023



[www.valeofglamorgan.gov.uk](http://www.valeofglamorgan.gov.uk)

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## Forward Work Programme: June 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
June	Sickness Absence Report.	To update Members of the Cabinet on the sickness absence statistics for the 12-month period from 1 April 2021 to 31 March 2022.	Leader	Yes (Corporate Performance and Resources)	No
June	Project Zero	To report progress in delivering Project Zero.	Leader	Yes (Corporate Performance and Environment and Regeneration)	No
June	Annual Welsh Monitoring Report.	To consider the Annual Welsh Monitoring Report for 2021/22.	Leader	Yes (Learning and Culture)	No
June	Appointments to Outside Bodies / Joint Committees	To appoint / nominate representatives to the Outside Bodies / Joint Committees detailed in the report.	Leader	No	No
June	Corporate Safeguarding Annual Report.	To update Cabinet on the work that has been undertaken to improve corporate arrangements for safeguarding and protecting children and adults who require specific Council services and to ensure that these arrangements are effective.	Social Care and Health	Yes (All Scrutiny Committees)	No

## Forward Work Programme: July 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
July	Closure of Accounts 2021/22.	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.	Leader	No	No
July	Annual Treasury Management Report 2021/22.	To present to Cabinet the annual review report on Treasury Management 2021/22.	Leader	Yes (Audit Committee)	Yes
July	Revenue Monitoring for the Period 1st April to 31st May, 2022.	To advise Cabinet of the progress relating to revenue expenditure.	Leader	Yes (All Scrutiny Committees)	No
July	Capital Monitoring for the Period 1st April to 31st May, 2022.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
July	Budget Strategy 2023/24.	To submit the Budget Strategy for 2023/24.	Leader	No	No
July	Cabinet Quarterly Work Programme - April to June 2022 and July to September 2022.	To inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period April to June 2022 and to confirm the Quarterly Work Programme for July to September 2022 in order that the Annual Strategic Work Programme can be amended	Leader	No	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		and uploaded to the website.			
July	End of Year 2021/22 Corporate Plan Performance Report.	To present end of year performance results for the period 1st April 2021 to 31st March 2022 in relation to our Well-being Outcomes and Corporate Health priorities, including an update of our progress in addressing recommendations and improvement proposals from our external regulators.	Leader	Yes (All Scrutiny Committees)	No
July	Climate Change	To consider the revised Climate Change Challenge Plan post consultation.	Leader	No	Yes
July	Vale of Glamorgan Replacement LDP (2021-2036) – Draft Sustainability Appraisal Scoping Report	To consider and approve the Draft Sustainability Appraisal Scoping Report for consultation purposes	Legal, Regulatory and Planning Services	No	No
July	Annual Report: Section 106 Agreements 2021/22.	To report on annual S106 income and expenditure.	Legal, Regulatory and Planning Services	No	No

## Forward Work Programme: September 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
September	Vale of Glamorgan Annual Report (Improvement Plan Part 2) 2021/22.	To present the draft Vale of Glamorgan Annual Report (Improvement Plan Part 2) 2021/22, which outlines our progress towards achieving the Council's Well-being (Improvement) Objectives.	Leader	No	Yes
September	Strategic Collaborative Working Initiatives Update.	To provide oversight of the range of strategic level collaborative working activity the Council is involved in and what is being achieved.	Leader	No	No
September	Local Development Plan Annual Monitoring Report.	To report to Cabinet the findings of the Council's Local Development Plan Annual Monitoring Report and to seek approval to submit it to the Welsh Government by the 31st October 2022.	Legal, Regulatory and Planning	No	No
September	Director's Annual Report 2021/22.	To ensure Cabinet agree the future priorities for the service.	Social Care and Health	No	No



## Forward Work Programme: October 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
October	Revenue Monitoring for the period 1st April to 31st August 2022.	To advise Cabinet of the progress relating to revenue expenditure.	Leader	Yes (All Scrutiny Committees)	No
October	Capital Monitoring for the period 1st April to 31st August 2022.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
October	Project Zero	To report progress in delivering Project Zero.	Leader	Yes (Corporate Performance and Environment and Regeneration)	No
October	Cabinet Quarterly Work Programmes – July to September 2022 and October to December 2022.	To inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period July to September 2022 and to confirm the Quarterly Work Programme for October to December 2022 in order that the Annual Strategic Work Programme can be amended and uploaded to the website.	Leader	No	No

## Forward Work Programme: November 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
November	Quarter 1 2022/23 Performance Report.	To present quarter 1 performance results for the period 1st April 2022 to 30th June 2022 for all service areas.	Leader	Yes (All Scrutiny Committees)	No
November	Revenue Monitoring for the period April to September 2022.	To advise Cabinet of the progress relating to revenue expenditure.	Leader	Yes (All Scrutiny Committees)	No
November	Capital Monitoring for the period April to September 2022.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
November	Initial Revenue Budget Proposals 2023/24 and Medium Term Financial Plan 2022/23 to 2025/26.	To gain Cabinet's approval for the amended revenue budget for 2023/24 and to commence consultation on the initial revenue budget proposals for 2023/24.	Leader	Yes (All Scrutiny Committees)	No
November	Initial Capital Programme Proposals 2023/24 to 2026/27.	To gain approval for the Initial Capital Programme Proposals for 2023/24 so that they may be submitted to Scrutiny Committees for consultation and amendments to the current Capital Programme.	Leader	Yes (All Scrutiny Committees)	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
November	Initial Housing Revenue Account (HRA) Budget Proposals 2023/24	To gain Cabinet's approval for the initial budget proposals for 2023/24 relating to the Housing Revenue Account so that the proposals may be submitted to Scrutiny Committee for consultation.	Leader	Yes (Homes and Safe Communities)	No
November	Treasury Management Mid-Year Report 2022/23.	To provide a mid-year report on the Authority's treasury management operations for the period 1 <sup>st</sup> April 2022 to 30 <sup>th</sup> September 2022.	Leader	No	Yes
November	Q2 Sickness Absence Report 2022/2023.	To update Cabinet on the sickness absence statistics for the 6-month period from 1 <sup>st</sup> April 2021 to 31 <sup>st</sup> September 2022.	Leader	Yes (Corporate Performance and Resources)	No
November	Draft Annual Delivery Plan – Consultation.	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	Leader	Yes (Corporate Performance and Resources)	No
November	STEAM Targets 2022/23 – Annual Report	To report annual results.	Education and Regeneration	Yes Environment and Regeneration)	No
November	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	Social Care and Health	No	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		taking place across the Council.			

## Forward Work Programme: December 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
December	School Admission Arrangements 2024-2025.	To seek Cabinet approval to consult on the Local Authority's school admission arrangements as required by the Welsh Governments School Admission Code.	Education and Regeneration	Yes (Learning and Culture)	No
December	Housing Support Grant Annual Delivery Plan.	To adopt the draft Housing Support Grant Delivery Plan and seek authorisation for its submission to Welsh Government.	Housing and Building	Yes	No
December	Vale of Glamorgan Replacement LDP (2021-2036) – Sustainability Appraisal Scoping Report	To report the findings of the stakeholder consultation	Legal, Regulatory and Planning	No	No

## Forward Work Programme: January 2023

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
January	Revenue Monitoring for the Period 1st April to 30th November 2022.	To advise Cabinet of the progress relating to revenue expenditure.	Leader	Yes (All Scrutiny Committees)	No
January	Capital Monitoring for the period 1st April to 30th November 2022.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
January	Quarter 2 Corporate Plan Performance Report.	To present the Council's performance against the Corporate Plan for Q2.	Leader	Yes (Corporate Performance and Resources)	No
January	Timetable of Meetings: May 2023 to May 2024.	To consider a draft timetable of meetings for the period May 2023 - May 2024.	Leader	No	No
January	Pay Policy 2023/2024.	To ask Cabinet to consider and endorse the annual Council's annual Pay Policy for 2023/24 as set out prior to its submission to Council for approval.	Leader	Yes (Corporate Performance and Resources)	Yes
January	Cabinet Quarterly Work Programmes – October to December 2022 and January to March 2023.	To inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period October to December 2022 and to confirm the Quarterly Work	Leader	No	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		Programme for January to March 2023 in order that the Annual Strategic Work Programme can be amended and uploaded to the website.			

## Forward Work Programme: February 2023

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
February	Capital Strategy 2023/24 and Final Capital Proposals 2023/24 to 2027/28.	To gain approval for the Final Capital Programme Proposals for the years 2023/24 to 2027/28.	Leader	No	Yes
February	Final Proposals for the Revenue Budget 2023/24.	The purpose of this report is to set out final proposals for Cabinet Members to consider, before making their recommendations to Council, in respect of the final revenue budget for the financial year 2023/24.	Leader	No	Yes
February	Final Housing Revenue Account (HRA) Budget Proposals 2023/24.	To set the HRA budget for the financial year 2023/24 and to set the rents and service charges for the forthcoming rent year beginning on 2 <sup>nd</sup> April 2023.	Leader	No	Yes
February	Treasury Management and Investment Strategy 2023/24 and Update 2022/23.	To provide an interim report on the Council's treasury management operations for the period 1 <sup>st</sup> April 2022 to 31 <sup>st</sup> December 2022 and to submit for consideration the proposed 2022/23 Treasury Management and Investment Strategy.	Leader	Yes (Audit Committee)	Yes



February	Project Zero	To report progress in delivering Project Zero.	Leader	Yes (Corporate Performance and Environment and Regeneration)	No
February	Housing Revenue Account Business Plan.	To obtain approval for the Housing Business Plan 2022.	Housing and Building Services	Yes (Homes and Safe)	Yes

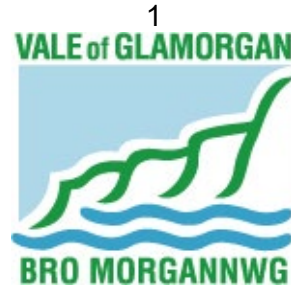
## Forward Work Programme: March 2023

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
March	Revenue Monitoring for the Period 1st April 2022 to 31st January 2023.	To advise Cabinet of the progress relating to revenue expenditure.	Leader	Yes (All Scrutiny Committees)	No
March	Capital Monitoring for the Period 1st April 2022 to 31st January 2023.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
March	Annual Equality Monitoring Report 2021-2022.	To seek Cabinet's approval of the Annual Equality Monitoring Report.	Leader	Yes (Learning and Culture)	No
March	Vale of Glamorgan Annual Delivery Plan 2023/24.	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	Leader	Yes (Corporate Performance and Resources)	No
March	Strategic Collaborative Working Initiatives Update.	To provide oversight of the range of strategic level collaborative working activity the Council is involved in and what is being achieved.	Leader	No	No
March	School Admission Arrangements 2024/2025.	Outcome of consultation and adoption of policy.	Education and Regeneration	No	No
March	Proposed Events Programme 2023-24.	Agreement of annual programme of events and allocation of funds.	Education and Regeneration	No	No

<b>Month</b>	<b>Report Title</b>	<b>Purpose of Report (Summary)</b>	<b>Lead Cabinet Member</b>	<b>Scrutiny Consideration Yes / No</b>	<b>Council Yes / No</b>
March	Vale of Glamorgan Replacement LDP (2021-2036) – Draft Preferred Strategy, Initial Sustainability Appraisal Report / HRA	To consider and approve the Draft Preferred Strategy, Initial Sustainability Appraisal Report and HRA for public consultation purposes	Legal, Regulatory and Planning	Yes	No

## Forward Work Programme: April 2023

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
April	Cabinet Annual Strategic Forward Work Programme May 2023 - April 2024 and Cabinet Quarterly Work Programme – April to June 2023.	To inform Members of the Forward Work Programme of the Cabinet for the 12 month period May 2023 to April 2024, and the Cabinet Quarterly Work Programme from April – June 2023.	Leader	No	No
April	Quarter 3 Corporate Plan Performance Report.	To present the Council’s performance against the Corporate Plan for Q3.	Leader	Yes (All Scrutiny Committees)	No



Vale of Glamorgan Council  
Environment and Regeneration Scrutiny Committee

**Forward Work Programme**

**June 2022 – 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
14th June 2022	4th Quarter Scrutiny Recommendation Tracking 2020/21 and Proposed Annual Forward Work Programme Schedule 2021/22.	Last report 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.	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249 gjdavies@valeofglamorgan.gov.uk	

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14 <sup>th</sup> June 2022	Neighbourhood Services and Transport – Condition Inspection Regime	Cabinet Forward Work Programme Item.	To propose changes in footway and carriageway inspection regimes in line with current standards.	Members are able to assess changes.	Emma Reed Head of Neighbourhood Services and Transport 02920 673264 <a href="mailto:ELReed@valeofglamorgan.gov.uk">ELReed@valeofglamorgan.gov.uk</a>	Presented to Committee on <a href="#">18<sup>th</sup> May 2021</a> (Min. No.43)
12 <sup>th</sup> July 2022	Project Zero	Cabinet Forward Work Programme Item.	To consider progress in implementing the Climate Change Challenge Plan.	To seek Members views.	Tom Bowring, Head of Policy & Business Transformation 01446 709766 <a href="mailto:TBowring@valeofglamorgan.gov.uk">TBowring@valeofglamorgan.gov.uk</a>	
12 <sup>th</sup> July 2022	Closure of Accounts 2021/22	Cabinet Forward Work Programme Item.	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 review expenditure for 2020/21	Matthew Sewell, Principal Accountant. 02920 673 140 <a href="mailto:MSewell@valeofglamorgan.gov.uk">MSewell@valeofglamorgan.gov.uk</a>	
12 <sup>th</sup> July 2022	Revenue and Capital Monitoring 1 <sup>st</sup> April 2021 to 31 <sup>st</sup> May 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 <sup>st</sup> April to 31 <sup>st</sup> May 2022.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 <a href="mailto:MSewell@valeofglamorgan.gov.uk">MSewell@valeofglamorgan.gov.uk</a>	Added to Agenda

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12 <sup>th</sup> July 2022	Annual Delivery Plan Monitoring Report: Quarter 4 Performance 2020/21 (End of Year 2021/22 Performance Report)	Cabinet Forward Work Programme Item.	To present end of year (quarter 4) performance results for the period 1st April 2021 to 31st March 2022 in delivering our Annual Delivery Plan commitments as aligned to our Corporate Plan	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan 2020/21	Tom Bowring, Head of Policy & Business Transformation 01446 709766 <a href="mailto:TBowring@valeofglamorgan.gov.uk">TBowring@valeofglamorgan.gov.uk</a>	Added to Agenda
<b>AUGUST RECESS – NO MEETINGS</b>						
13 <sup>th</sup> September 2022	Local Development Plan Annual Monitoring Report.	Cabinet Forward Work Programme Item.	To report to Cabinet the findings of the Council's first Local Development Plan Annual Monitoring Report and to seek approval to submit it to the Welsh Government by the 31st October 2022.	To provide Cabinet with the views of the Scrutiny Committee.	Marcus Goldsworthy, Head of Regeneration and Planning <a href="mailto:MJGoldsworthy@valeofglamorgan.gov.uk">MJGoldsworthy@valeofglamorgan.gov.uk</a>	
11 <sup>th</sup> October 2022	Revenue and Capital Monitoring	Cabinet Forward Work	To advise Committee of the progress relating	The Capital Economic Regeneration Reserve is managed effectively,	Matthew Sewell, Principal Accountant. 02920 673 140 <a href="mailto:MSewell@valeofglamorgan.gov.uk">MSewell@valeofglamorgan.gov.uk</a>	

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	1 <sup>st</sup> April 2022 to 31 <sup>st</sup> August 2022.	Programme Item.	to revenue and capital expenditure for the period 1 <sup>st</sup> April to 31 <sup>st</sup> August 2022.	and budgets are matched to operational responsibilities.		
11 <sup>th</sup> October 2022	2 <sup>nd</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Previous update 14 <sup>th</sup> June 2022	To report progress on the Scrutiny recommendations [Jul, Sept] and to confirm the Committee's work programme for 2022/23.	To maintain effective tracking of the Committee's recommendations.	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249 <a href="mailto:gjdavies@valeofglamorgan.gov.uk">gjdavies@valeofglamorgan.gov.uk</a>	
15 <sup>th</sup> November 2022	Revenue and Capital Monitoring 1 <sup>st</sup> April to 31 <sup>st</sup> October 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 <sup>st</sup> April to 31 <sup>st</sup> October 2022.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 <a href="mailto:MSewell@valeofglamorgan.gov.uk">MSewell@valeofglamorgan.gov.uk</a>	
15 <sup>th</sup> November 2022	Quarter 1 2022/23 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 2 performance results for the period 1 <sup>st</sup> April 2022 to 30 <sup>th</sup> June 2023 for the Corporate Plan.	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes.	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	



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13 <sup>th</sup> December 2022	Initial Revenue Programme Budget Proposals.	Cabinet Forward Work Programme Item.	To inform Scrutiny Committee of the amended revenue budget for 2022/23 and to submit for consultation the initial revenue budget proposals for 2023/24.	In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Matthew Sewell, Principal Accountant. 02920 673 140 <a href="mailto:MSewell@valeofglamorgan.gov.uk">MSewell@valeofglamorgan.gov.uk</a>	
13 <sup>th</sup> December 2022	Initial Capital Programme Budget Proposals.	Cabinet Forward Work Programme Item.	To submit the Initial Capital Programme Proposals for 2023/24 to 2027/28.	In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Matthew Sewell, Principal Accountant. 02920 673 140 <a href="mailto:MSewell@valeofglamorgan.gov.uk">MSewell@valeofglamorgan.gov.uk</a>	
17 <sup>th</sup> January 2023	Revenue and Capital Monitoring 1 <sup>st</sup> April to 30 <sup>th</sup> November 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 <sup>st</sup> April to 31 <sup>st</sup> January 2021.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 <a href="mailto:MSewell@valeofglamorgan.gov.uk">MSewell@valeofglamorgan.gov.uk</a>	
17 <sup>th</sup> January 2023	Quarter 2 2022/23 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 2 performance results for the period 1 <sup>st</sup> July 2022 to	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	

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			30 <sup>th</sup> September 2022 for the Corporate Plan Well-being Outcome.'	being Outcomes aimed at making a positive difference to the lives of Vale of Glamorgan citizens.		
14 <sup>th</sup> February 2023						
14 <sup>th</sup> March 2023	Revenue and Capital Monitoring 1 <sup>st</sup> April 2021 to 31 <sup>st</sup> January 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 <sup>st</sup> April to 31 <sup>st</sup> January 2021.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 <a href="mailto:MSewell@valeofglamorgan.gov.uk">MSewell@valeofglamorgan.gov.uk</a>	
14 <sup>th</sup> March 2023	Service Plans and Target Setting to Deliver the Vale of Glamorgan Annual Delivery Plan 2023/24.	Cabinet Forward Work Programme Item.	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	To ensure the views of all key stakeholders including Scrutiny Committees, inform the Council's draft Annual Delivery Plan (Improvement Plan Part 1)	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	
25 <sup>th</sup> April 2023	Quarter 3 2022/23 Performance Report.	Cabinet Forward Work	To present quarter 3 performance results for the	To ensure the Council clearly demonstrates the progress being	Julia Archampong, Corporate Performance Manager.	

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		Programme Item.	period 1 <sup>st</sup> October 2022 to 31 <sup>st</sup> December 2021 for the Corporate Plan Well-being Outcome.'	made towards achieving its Corporate Plan Well-being Outcomes.	01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	

**Other matters requested by Committee to be added into schedule as and when available**

Report/Presentations	Responsible Officer and Contact Details	Commentary
<p>1. LED Lighting Strategy including a cost benefit analysis to be undertaken on the conversion of standard lantern units to the installation of new LED lanterns or ornamental and bespoke street lighting units in residential areas (07 Mar 19: Min No 830)</p> <ul style="list-style-type: none"> <li>- Council's Streetlighting project, including an assessment of those areas where night-time restrictions apply (16 Mar 21: Min No 514)</li> </ul>	<p>Emma Reed Head of Neighbourhood Services and Transport 02920 673264 <a href="mailto:ELReed@valeofglamorgan.gov.uk">ELReed@valeofglamorgan.gov.uk</a></p>	

<p>2. Disposal of Dredged Material / Hinkley Point Power Station – Public Health Wales to be invited to attend a future meeting to address the issues raised at the meeting in the public interest (09 Nov 17: Min No 457)</p>	<p>Marcus Goldsworthy, Head of Regeneration and Planning  <a href="mailto:MJGoldsworthy@valeofglamorgan.gov.uk">MJGoldsworthy@valeofglamorgan.gov.uk</a></p>	
<p>3. Barry Town Centre Summit – report regarding funding models open to the Council for investment (04 Apr 19: Min No 916)</p>	<p>Marcus Goldsworthy, Head of Regeneration and Planning  <a href="mailto:MJGoldsworthy@valeofglamorgan.gov.uk">MJGoldsworthy@valeofglamorgan.gov.uk</a></p>	
<p>4. Vale of Glamorgan Toilet Strategy update report outlining whether the Strategy had been successful (25 Jun 19: Min No 85)</p>	<p>Emma Reed  Head of Neighbourhood Services and Transport  02920 673264  <a href="mailto:ELReed@valeofglamorgan.gov.uk">ELReed@valeofglamorgan.gov.uk</a></p>	
<p>5. Further report regarding progress relating to the Penarth to Cardiff Bay Sustainable Transport Corridor Study WelTag (16 Oct 19: Min No 375)</p>	<p>Emma Reed  Head of Neighbourhood Services and Transport  02920 673264  <a href="mailto:ELReed@valeofglamorgan.gov.uk">ELReed@valeofglamorgan.gov.uk</a></p>	
<p>6. Report on the rewilding work being undertaken by the Council (15 Dec 20: Min No 296)</p>	<p>Marcus Goldsworthy, Head of Regeneration and Planning  <a href="mailto:MJGoldsworthy@valeofglamorgan.gov.uk">MJGoldsworthy@valeofglamorgan.gov.uk</a></p>	

**Possible Task and Finish Group Suggestions:**

<b><u>Subject</u></b>	<b><u>Responsible Officer</u></b>	<b><u>Commentary</u></b>

**Annual Reports**

<b>Report</b>	<b>Responsible Officer and Contact Details</b>	<b>Commentary</b>
<b>Performance Monitoring Reports</b>		
Vale of Glamorgan Annual Delivery Plan (Improvement Plan Part 1) 20**/**.	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Usually March each year.
End of Year 20**/** Performance Report	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	Usually in September each year.
<b>Financial Reports</b>		
Closure of Accounts 20**/**.	Matthew Sewell, Principal Accountant. 02920 673 140 <a href="mailto:MSewell@valeofglamorgan.gov.uk">MSewell@valeofglamorgan.gov.uk</a>	Usually in July each year.
Initial Revenue Programme Budget Proposals.	Matthew Sewell, Principal Accountant. 02920 673 140 <a href="mailto:MSewell@valeofglamorgan.gov.uk">MSewell@valeofglamorgan.gov.uk</a>	Usually in December each year.

Initial Capital Programme Budget Proposals.	Matthew Sewell, Principal Accountant. 02920 673 140 <a href="mailto:MSewell@valeofglamorgan.gov.uk">MSewell@valeofglamorgan.gov.uk</a>	Usually in December each year.
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### **Biannual Reports**

<b>Report</b>	<b>Responsible Officer and Contact Details</b>	<b>Commentary</b>
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### **Quarterly Reports**

<b>Report</b>	<b>Responsible Officer and Contact Details</b>	<b>Commentary</b>
4 <sup>th</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 <a href="mailto:gjdavies@valeofglamorgan.gov.uk">gjdavies@valeofglamorgan.gov.uk</a>	Usually May each year. Reporting on Jan, Feb and Mar.
1st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 <a href="mailto:gjdavies@valeofglamorgan.gov.uk">gjdavies@valeofglamorgan.gov.uk</a>	Usually July each year. Reporting on Apr, May and Jun.
2nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 <a href="mailto:gjdavies@valeofglamorgan.gov.uk">gjdavies@valeofglamorgan.gov.uk</a>	Usually October each year. Reporting on July and September.

3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually January each year. Reporting on October, November and December.
Quarter 1 2022/23 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually October each year. Reporting on April, May and June.
Quarter 2 2022/22 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually December each year. Reporting on July and September.
Quarter 3 2022/23 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually March each year. Reporting on October, November and December.

### **Infrequent**

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

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