

Meeting of:	Environment and Regeneration Scrutiny Committee
Date of Meeting:	Tuesday, 23 May 2023
Relevant Scrutiny Committee:	Environment and Regeneration
Report Title:	4th Quarter Scrutiny Recommendation Tracking 2022/23 and Proposed Annual Forward Work Programme Schedule 2023/24
Purpose of Report:	To report progress on 2022/23 Scrutiny recommendations and to confirm the Committee's proposed Annual Forward Work Programme for 2023/24
Report Owner:	Tom Bowring, Director of Corporate Resources
Responsible Officer:	Gareth Davies, Democratic and Scrutiny Services Office
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> <p>The report advises Members of progress in relation to the Scrutiny Committee's historical recommendations and the proposed Annual Forward Work Programme Schedule for 2023/24:</p> <ul style="list-style-type: none"> - 2019-20 Uncompleted Recommendation Tracking (Appendix A); - 3rd Quarter Recommendation Tracking October – December 2022 (Appendix B); - 4th Quarter Recommendation Tracking January - March 2023 (Appendix C); - Cabinet Annual Forward Work Programme 2023/24 (Appendix D); - Proposed Annual Forward Work Programme Schedule for 2023/24 (Appendix E). 	

Recommendations

1. That the status of the actions listed in Appendices A to C to the report be agreed.
2. That the Cabinet Annual Forward Work Programme for 2023/24 attached at Appendix D, in the context of the Environment and Regeneration Scrutiny Committee Annual Forward Work Programme 2023/24 content, be noted.
3. That the Committee's proposed Annual Forward Work Programme Schedule for 2023/24 attached at Appendix E 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 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.
- 2.2 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 approved by Cabinet on 27th April 2023 and attached at Appendix D.

- 2.4** Members are also requested to confirm approval of the proposed Scrutiny Committee Work Programme Schedule attached at Appendix E, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.
- 2.5** 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 D) 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, etc.).
 - The issues where scrutiny can have the most impact and value to be gained from consideration.
- 2.8** The Scrutiny Forward Work Programmes should provide a clear rationale as to why particular issues have been selected; be outcome focused; ensure that the method of scrutiny is best suited to the topic area and the outcome desired; align Scrutiny Programmes with the Council's performance management, self-evaluation and improvement arrangements as well as having regard to Council resources.
- 2.9** During the year there may be a number of ways in which additional issues can be considered for inclusion in the Scrutiny Work Programme with topics coming from a number of sources such as:
- Individual Councillors;
 - Performance or budget monitoring information;
 - Inspection reports;
 - Referrals from Council (such as Notices of Motion), Cabinet/Audit or other Scrutiny Committees;
 - Service users;

- Monitoring the implementation of recommendations previously made by the Committee; and
 - residents of the Vale of Glamorgan.
- 2.10** The Scrutiny Work Programme is a rolling programme and the results of the Scrutiny Impact Survey will also be analysed by Democratic Services and findings considered to assist with Work Programme planning.
- 2.11** A re-launch of the [Scrutiny topic suggestion form](#) that exists on the Council's website for residents will also be undertaken to assist with the Work Programme planning of topics for Task and Finish work for consideration by Scrutiny Committees.
- 2.12** All topics for Task and Finish work will be taken to the Scrutiny Committee Chairs and Vice-Chairs Group to be prioritised in line with Corporate Objectives in compliance with Council policy; consideration of the need for changes to policy and/or practice; and in seeking continuous improvement. To date there has also been good discussion with the Scrutiny Committee Chairs and Vice-Chairs Group on techniques that can be used and experience shared with a view to improving Scrutiny.
- 2.13** Further discussions in relation to broadening the Work Programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chairs and Vice-Chairs Group having regard to resource implications and corporate priorities. The first meeting of the Group, post the May 2022 Local Government Election, was held on Tuesday, 24th January, 2023. The next meeting of the Group is scheduled for Tuesday, 30th May, 2023.
- 2.14** It is also suggested that at Agenda Conferences with Chairs and Vice-Chairs of Scrutiny Committees management of the Committees' Work Programmes will be included as a standing item on the agendas for consideration and discussion.
- 2.15** The action outlined in the Scrutiny and Cabinet Protocol agreed by Cabinet in 2021 to be relaunched i.e. Specific meetings with Cabinet Portfolio Holders to be arranged with Scrutiny Chairs and Vice-Chairs on a regular basis and on a biannual basis the Leader, Deputy Leader, Cabinet Members and Scrutiny Chairs and Vice-Chairs to meet to allow both the Cabinet and Scrutiny Forward Work Programmes to be developed and agreed and for discussions to take place having regard to Council priorities. [21-05-12 - Scrutiny and Cabinet Roles and Responsibilities - Cabinet Approved Version \(valeofglamorgan.gov.uk\)](#).
- 2.16** It is further suggested to assist Members following the Member Induction programme that a workshop be held regarding the tools to support effective Scrutiny roles and the responsibilities as set out in the Council's Constitution (Elected Members and in their Roles as Chairs / Vice-Chairs and Members of Scrutiny Committees). This to also include the re-launch of the Scrutiny and Cabinet Roles and Responsibilities Protocol approved by Cabinet on 21st May, 2021 and as referred to above in paragraph 2.15.
- 2.17** Scrutiny Members may also wish to take part in further questioning skills training to be arranged.

- 2.18** In response to the 2019/20 Scrutiny Impact Member Survey, published in February 2020, the Scrutiny Committee Chairs and Vice-Chairs 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.
- 2.19** 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.' The 2021-22 Annual Report was presented to Full Council and subsequently noted at its 24th April 2023 meeting. The 2022-23 Annual Report is scheduled to be presented to Full Council at its September 2023 meeting.
- 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 (May 2023 – April 2024).

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

[Scrutiny Committees' Annual Report May 2021 - April 2022.](#)

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

[Q1&2 Tracking \(valeofglamorgan.gov.uk\)](#)

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

Uncompleted Recommendations

2019/20

Apr 2019 - Mar 2020

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

23 July 2019				
Min. No. 188 – Revenue and Capital Monitoring for the Period 1st April to 31st May 2019 (DEH) – Recommended	Environment & Regeneration			
(2) That a site visit be undertaken to Waste Recycling Transfer facility in Cowbridge.			<p>Site visit arranged for Thursday, 14th November, 2019 at 3.00 p.m.</p> <p>Visit cancelled due to adverse weather. Will be rescheduled post Covid.</p> <p>Programme of visits to all Waste Transfer Sites in the Vale to be formulated post completion of the site in Barry.</p> <p>At its meeting on 15th November, 2022 Committee resolved [2] That the visit to the Cowbridge Waste Recycling Transfer facility, referred to at Appendix C, be rearranged to take place asap and that the visit to the Barry site be undertaken post completion of the site. (Min No 455 refers)</p> <p>Visit to the Cowbridge Waste Transfer Station held Monday, 27th March 2023.</p> <p>Site visit to Barry Waste and Recycling facility arranged for Members for 2pm on Friday, 28th April, 2023.</p>	Completed

Uncompleted Recommendations

3rd Quarter 2022-23

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
-------------------------------------------------------------	------------------------------	-----------------------------------	-----------------------	--------

15 November 2022

Min. No. 455 – 1st and 2nd Quarter Scrutiny Recommendation Tracking 2022/23 and Proposed Annual Forward Work Programme Schedule 2022/23 (CX) – Recommended	Environment & Regeneration			
(2) That the visit to the Cowbridge Waste Recycling Transfer facility, referred to at Appendix C, be rearranged to take place asap and that the visit to the Barry site be undertaken post completion of the site.			Visit held Monday, 27 th March 2023.	Completed

13 December 2022

Min. No. 565 – Cardiff Capital Region City Deal – Joint Scrutiny Committee Nominated Deputy (CX) – Recommended	Environment & Regeneration			
That the Scrutiny Committee recommends to Full Council that Councillor J. Aviet be appointed as the nominated deputy to represent the Council on the Cardiff Capital Region City Deal – Joint Overview and Scrutiny Committee.			Full Council, at its meeting held on 6 th March, 2022, RESOLVED – That Councillor J. Aviet be appointed as the nominated deputy to represent the Council on the Cardiff Capital Region City Deal – Joint Overview and Scrutiny Committee. (Min. No. 770 refers)	Completed

Uncompleted Recommendations

4th Quarter 2022-23

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

17 January 2023				
Min. No. 614 – Project Zero Update Report (CX) – Recommended	Environment & Regeneration			
(2) That the recommendation that the overall progress be reported twice a year be approved. This will be in addition to progress reported as part of the quarterly performance monitoring reports and specific topic related reports, for example on the Green Infrastructure Plan or transport issues.			Added to work programme schedule.	Completed
(5) That the report and any comments of the Committee be referred to Cabinet to be considered alongside the comments of the Corporate Performance and Resources Scrutiny Committee.		}	The Committee had no specific comments on this item and therefore it was not referred to Cabinet. Corporate Performance and Resources Scrutiny Committee did refer their comments to Cabinet, which also included Recommendation (6).	Completed
(6) That it be recommended to Cabinet that this report be distributed to all elected Members, members of the Public Services Board and all Town and Community Councils for their information.				
14 March 2023				
Min. No. 834 – Annual Delivery Plan Monitoring Report: Quarter 3 Performance 2022/23 and Progress Against External Regulatory Recommendations and Proposals For Improvement (DP) – Recommended	Environment & Regeneration			
(3) That the progress made to date in addressing the recommendations and improvement proposals made by the Council's external regulators be endorsed, and it be recommended to the Governance and Audit Committee and thereafter to Cabinet that the following completed actions from the Insight Tracker, as relevant to the remit of the Committee, be removed: <ul style="list-style-type: none"> Effectiveness of Local Planning Authorities in Wales review (4 actions). 			The Committee's comments have been forwarded to IDT for incorporation into the report.	Completed

Uncompleted Recommendations

4th Quarter 2022-23

Appendix C
Jan - Mar 2023

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

Min. No. 846 – 3rd Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule 2022/2023 (DCR) – Recommended	Environment & Regeneration			
(2) That the Committee's updated Forward Work Programme Schedule for 2022/23 attached at Appendix C to the report be approved and uploaded to the Council's website.			Forward Work Programme uploaded to the Council's website.	Completed



VALE of GLAMORGAN COUNCIL CABINET OFFICE

Cabinet Annual Strategic Forward Work Programme

May 2023 – April 2024



www.valeofglamorgan.gov.uk

Contents

Forward Work Programme: May / June 2023	1
Forward Work Programme: July 2023	2
Forward Work Programme: September 2023	4
Forward Work Programme: October 2023	6
Forward Work Programme: November 2023	8
Forward Work Programme: December 2023.....	10
Forward Work Programme: January 2024.....	11
Forward Work Programme: February 2024.....	13
Forward Work Programme: March 2024.....	15
Forward Work Programme: April 2024.....	17

Forward Work Programme: May / June 2023

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
May	Appointments to Outside Bodies / Joint Committees.	To appoint / nominate representatives to the Outside Bodies / Joint Committees detailed in the report	Leader	No	No
June	Sickness Absence Report.	To update Members of the Cabinet on the sickness absence statistics for the 12-month period from 1 April 2022 to 31 March 2023.	Leader	Yes (Corporate Performance and Resources)	No
June	Annual Welsh Monitoring Report.	To consider the Annual Welsh Monitoring Report for 2022/23.	Education, Arts and the Welsh Language	Yes (Learning and Culture)	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 2023

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
July	Closure of Accounts 2022/23.	The accounts are complete and this report is to inform Cabinet of the provisional financial position of the Council for the 2022/23 financial year.	Leader	No	No
July	Annual Treasury Management Report 2022/23.	To present to Cabinet the annual review report on Treasury Management 2022/23.	Leader	Yes (All Scrutiny Committees and Governance and Audit Committee)	Yes
July	Revenue Monitoring for the Period 1st April to 31st May, 2023.	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, 2023.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
July	Budget Strategy 2024/25.	To submit the Budget Strategy for 2024/25.	Leader	No	No
July	Cabinet Quarterly Work Programme - April to June 2023 and July to September 2023.	To inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period April to June 2023 and to confirm the Quarterly Work Programme for July to September 2023.	Leader	No	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
July	Annual Report: Section 106 Agreements 2023/24.	To report on annual S106 income and expenditure.	Community Engagement, Equalities and Regulatory Services	No	No

Forward Work Programme: September 2023

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
September	Draft Vale of Glamorgan Annual Self-Assessment Report 2022/23 (Pre-consultation Draft).	To seek Cabinet endorsement of the Draft Vale of Glamorgan Annual Self-Assessment Report 2022/23 for consultation.	Leader	Yes (All Scrutiny Committees & Governance & Audit Committee)	No
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	Public Services Board (PSB) Annual Report.	To report on the work of the PSB in delivering the PSB Well-being Plan	Leader	Yes (Corporate Performance and Resources)	No
September	Annual Delivery Plan Monitoring Report: Quarter 4/ End of Year Performance 2022/23.	To present the Council's performance against the Annual Delivery Plan for Q4/End of Year.	Leader	Yes (All Scrutiny Committees)	No
September	Shared Prosperity Fund.	Shared Prosperity Fund update	Deputy Leader and Cabinet Member for Sustainable Places	Yes (Environment and Regeneration)	No
September	Local Air Quality Management Annual Progress Report 2022.	To seek approval for the 2022 Local Air Quality Management Annual Progress Report (APR)	Community Engagement, Equalities and	No	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		on air quality undertaken in 2022 to enable its submission to Welsh Government.	Regulatory Services		
September	Local Development Plan Annual Monitoring Report.	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 2023.	Community Engagement, Equalities and Regulatory Services	No	No
September	Director's Annual Report 2022/23 - Final.	To ensure Cabinet agree the future priorities for the service.	Social Care and Health	No	No

Forward Work Programme: October 2023

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 2023.	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 2023.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
October	Cabinet Quarterly Work Programmes – July to September 2023 and October to December 2023.	To inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period July to September 2023 and to confirm the Quarterly Work Programme for October to December 2023 in order that the Annual Strategic Work Programme can be amended and uploaded to the website.	Leader	No	No
October	Final Vale of Glamorgan Draft Self-Assessment Report.2022/23 (Post Consultation Draft)	To seek Cabinet endorsement of the Final Draft Vale of Glamorgan Annual Self-Assessment Report 2022/23, incorporating the key findings from engagement with our key stakeholders.	Leader	Yes (All Scrutiny Committees and Governance and Audit Committee)	Yes

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
October	Annual Delivery Plan Monitoring Report: Quarter 1 2023/24	To present the Council's performance against the Annual Delivery Plan for Q1.	Leader	Yes (All Scrutiny Committees)	No
October	Vale of Glamorgan Local Development Plan 2011-2026: Annual Monitoring Report 2022/23.	To report to Cabinet the findings of the Council's fifth Local Development Plan Annual Monitoring Report and to seek approval to submit it to the Welsh Government by the 31st October 2023.	Cabinet Member for Community Engagement, Equalities and Regulatory Services	Yes (Environment and Regeneration)	No
October	Replacement Local Development Plan Preferred Strategy.	To seek approval to commence a statutory public consultation on the Replacement Local Development Plan Preferred Strategy.	Community Engagement, Equalities and Regulatory Services	Yes (Environment and Regeneration)	Yes

Forward Work Programme: November 2023

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
November	Revenue Monitoring for the period April to September 2023.	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 2023.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
November	Initial Revenue Budget Proposals 2024/25 and Medium Term Financial Plan 2024/25 to 2026/27.	To gain Cabinet's approval for the amended revenue budget for 2024/25 and to commence consultation on the initial revenue budget proposals for 2024/25.	Leader	Yes (All Scrutiny Committees)	No
November	Initial Capital Programme Proposals 2024/25 to 2026/27.	To gain approval for the Initial Capital Programme Proposals for 2024/25 so that they may be submitted to Scrutiny Committees for consultation and amendments to the current Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
November	Initial Housing Revenue Account (HRA) Budget Proposals 2024/25 and Revised Budget 2023/24.	To gain Cabinet's approval for the initial budget proposals for 2024/25 relating to the Housing Revenue Account so that the proposals may be submitted to	Leader	Yes (Homes and Safe Communities)	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		Scrutiny Committee for consultation and to revise the 2023/24 budget.			
November	Treasury Management Mid-Year Report 2023/24.	To provide a mid-year report on the Authority's treasury management operations for the period 1 st April 2023 to 30 th September 2024.	Leader	No	Yes
November	Q2 Sickness Absence Report 2023/2024.	To update Cabinet on the sickness absence statistics for the 6-month period from 1 st April 2023 to 31 st September 2024.	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

Forward Work Programme: December 2023

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
December	School Admission Arrangements 2025-2026.	To seek Cabinet approval to consult on the Local Authority's school admission arrangements as required by the Welsh Governments School Admission Code.	Education, Arts and the Welsh Language	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.	Public Sector Housing and Tenant Engagement	Yes (Homes and Safe Communities)	No

Forward Work Programme: January 2024

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 2023.	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 2023.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
January	Annual Delivery Plan Monitoring Report: Quarter 2 2023/24.	To present the Council's performance against the Annual Delivery Plan for Q2.	Leader	Yes (All Scrutiny Committees)	No
January	Timetable of Meetings: May 2024 to May 2025.	To consider a draft timetable of meetings for the period May 2024 - May 2025.	Leader	No	No
January	Pay Policy 2024/2025.	To ask Cabinet to consider and endorse the annual Council's annual Pay Policy for 2024/25 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 2023 and January to March 2024.	To inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period October to December 2023 and to confirm the Quarterly Work Programme for January to	Leader	No	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		March 2024.			

Forward Work Programme: February 2024

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
February	Capital Strategy 2024/25 and Final Capital Proposals 2024/25 to 2028/29.	To gain approval for the Final Capital Programme Proposals for the years 2024/25 to 2028/29.	Leader	No	Yes
February	Final Proposals for the Revenue Budget 2024/25.	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 2024/25.	Leader	No	Yes
February	Final Housing Revenue Account (HRA) Budget Proposals 2024/25.	To set the HRA budget for the financial year 2024/25 and to set the rents and service charges for the forthcoming rent year beginning on 2nd April 2024.	Leader	No	Yes
February	Treasury Management and Investment Strategy 2024/25 and Update 2023/24.	To provide an interim report on the Council's treasury management operations for the period 1st April 2023 to 31st December 2023 and to submit for consideration the proposed 2024/25 Treasury Management and Investment Strategy.	Leader	Yes (Corporate Performance and Resources and Governance and Audit Committee)	Yes

February	Housing Business Plan.	To obtain approval for the Housing Business Plan 2024.	Public Sector Housing and Tenant Engagement	Yes (Homes and Safe Communities)	Yes
----------	------------------------	--------------------------------------------------------	---------------------------------------------	-------------------------------------	-----

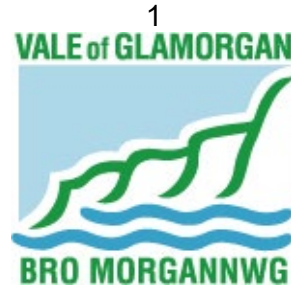
Forward Work Programme: March 2024

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 2023 to 31st January 2024.	To advise Cabinet of the progress relating to revenue expenditure.	Leader	Yes (All Scrutiny Committees)	No
March	Capital Monitoring for the Period 1st April 2023 to 31st January 2024.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
March	Annual Equality Monitoring Report 2022-2023.	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	Annual Delivery Plan Monitoring Report: Quarter 3 2023/24.	To present the Council's performance against the Annual Delivery Plan for Q3.2023/24	Leader	Yes (All Scrutiny Committees)	No
March	Service Plans and Target Setting to deliver the Annual Delivery Plan 2024/25.	To present the priority actions as reflected in Service Plans and proposed service performance	Leader	Yes (Environment and Regeneration)	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		targets for the period 2024/2025 that will deliver the Council's Annual Delivery Plan 2024/25.			
March	Proposed Events Programme 2024-25.	Agreement of annual programme of events and allocation of funds.	Deputy Leader and Cabinet Member for Sustainable Places	No	No
March	School Admission Arrangements 2025/2026.	Outcome of consultation and adoption of policy.	Education, Arts and the Welsh Language	No	No

Forward Work Programme: April 2024

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 2024 - April 2024 and Cabinet Quarterly Work Programme – April to June 2024.	To inform Members of the Forward Work Programme of the Cabinet for the 12-month period May 2024 to April 2025, and the Cabinet Quarterly Work Programme from April – June 2024.	Leader	No	No



Vale of Glamorgan Council
Environment and Regeneration Scrutiny Committee

Forward Work Programme

May 2023 – April 2024

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
23 rd May 2023	4th Quarter Scrutiny Recommendation Tracking 2022/23 and Proposed Annual Forward Work Programme Schedule 2023/24.	Last report March 2023.	To report progress on the Scrutiny recommendations [Jan, Feb, Mar] and to confirm the Committee's work programme for 2023/24.	To maintain effective tracking of the Committee's recommendations and to plan its forward work programme for 2023/24.	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249 gjdavies@valeofglamorgan.gov.uk	Item on Agenda for 23 rd May 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
23 rd May 2023	The Vale of Glamorgan Local Development Plan 2011-2026: Supplementary Planning Guidance on Retail and Town Centre Development and Economic Development, Employment Land and Premises – Member Briefing Session Feedback	Cabinet Forward Work Programme Item. Reference from Cabinet – 11 th May 2023	To advise Cabinet on the feedback from a Member briefing session in respect of the Supplementary Planning Guidance (SPG) in relation to Retail and Town Centre Development and Economic Development, Employment Land and Premises.	To allow the Scrutiny Committee to consider feedback and to assess new guidance.	Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk	Item on Agenda for 23 rd May 2023
20 th June 2023	Vale of Glamorgan Council: Annual Performance Calendar 2023/24	Cabinet Forward Work Programme Item.	To present the Vale of Glamorgan Council: Annual Performance Calendar 2023/24	To allow the Scrutiny Committee to comment on the Annual Performance Calendar	Tom Bowring, Director of Corporate Performance and Resources 01446 709766 TBowring@valeofglamorgan.gov.uk	
20 th June 2023	Becoming a Placemaking Wales Charter	Reference from Cabinet – 25 th May 2023	To grant delegated authority for the Council to sign up	To allow the Scrutiny Committee to assess the Charter and provide feedback to Cabinet.	Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
	signatory and developing Placemaking Plans		to the Placemaking Wales Charter and to grant delegated authority for the Council to apply for Welsh Government funding to develop Placemaking Plans for each of the four towns in the Vale.			
20 th June 2023	Project Zero	Cabinet Forward Work Programme Item.	To consider progress in implementing the Climate Change Challenge Plan.	To seek Members views and provide an update.	Tom Bowring, Director of Corporate Performance and Resources 01446 709766 TBowring@valeofglamorgan.gov.uk	
20 th June 2023	Cardiff Capital Region City Deal - Joint Scrutiny Committee Nominated Deputy.	Joint Scrutiny Arrangements	To seek nominations to the position of deputy to the Vale of Glamorgan representative to the Cardiff Capital Region City Deal - Joint Scrutiny Committee	To appoint a deputy member.	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249 gjdavies@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
18 th July 2023	Closure of Accounts 2022/23	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 2022/23 financial year.	To review expenditure for 2022/23	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	
18 th July 2023	Revenue and Capital Monitoring 1 st April 2023 to 31 st May 2023.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 st April to 31 st May 2023.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	
18 th July 2023	Annual Delivery Plan Monitoring Report: Quarter 4 Performance 2022/23 (End of Year 2022/23 Performance Report)	Cabinet Forward Work Programme Item.	To present end of year (quarter 4) performance results for the period 1st April 2022 to 31st March 2023 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 2022/23	Tom Bowring, Director of Corporate Performance and Resources 01446 709766 TBowring@valeofglamorgan.gov.uk Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
AUGUST RECESS – NO MEETINGS						

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
19 th September 2023	Draft Vale of Glamorgan Annual Self-Assessment Report 2022/23 (Pre-consultation Draft).	Reference from Cabinet.	Seeking members views.	To be confirmed.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
19 th September 2023	Annual Delivery Plan - Quarter 1 2023/24 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 1 performance results for the period 1 st April 2023 to 30 th June 2024 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 jarchampong@valeofglamorgan.gov.uk Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
19 th September 2023	Shared Prosperity Fund.	Reference from Cabinet	Update report	To assessing funding via the Shared Prosperity Fund.	Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk	
19 th September 2023	Revenue and Capital Monitoring 1 st April 2023 to 31 st May 2023.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 st April to 31 st May 2023.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
17 th October 2023	Update on Recycling and Waste Service Changes	Service Changes to Waste and Recycling – 14 th February 2023	To report the update position on the service changes.	To allow the Scrutiny Committee to assess progress.	Emma Reed, Head of Neighbourhood Services and Transport Colin Smith, Operational Manager	
17 th October 2023	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 2023.	To provide Cabinet with the views of the Scrutiny Committee.	Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk	
17 th October 2023	Replacement Local Development Plan Preferred Strategy.	Cabinet Forward Work Programme Item.	To seek approval to commence a statutory public consultation on the Replacement Local Development Plan Preferred Strategy	To allow the Scrutiny Committee to assess the LDP Preferred Strategy.	Marcus Goldsworthy, Director of Place MJGoldsworthy@valeofglamorgan.gov.uk	
17 th October 2023	2 nd Quarter Scrutiny Decision Tracking of	Previous update 15 th May 2023	To report progress on the Scrutiny recommendations	To maintain effective tracking of the	Gareth Davies Democratic and Scrutiny Services Officer 01446 709249	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
	Recommendations and Updated Work Programme Schedule 2023/24.		[Jul, Sept] and to confirm the Committee's work programme for 2022/23.	Committee's recommendations.	gjdavies@valeofglamorgan.gov.uk	
14 th November 2023	Revenue and Capital Monitoring 1 st April to 31 st October 2023.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 st April to 31 st October 2023.	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	
14 th November 2023	Annual Delivery Plan - Quarter 2 2023/24 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 2 performance results for the period 1 st April 2023 to 30 th September 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 jarchampong@valeofglamorgan.gov.uk Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
14 th November 2023	Financial Strategy 2022/23 and Medium Term Financial Plan Refresh.	Reference from Cabinet – 6 th October 2022	To review the financial pressures over the medium term and put in place a strategy for delivering the	To allow scrutiny of the Financial Strategy.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			2023/24 budget and sustainable finances over the medium term			
14 th November 2023	Draft Capital Strategy 2024/25 and Initial Capital Programme Proposals 2024/25 to 2028/29	Reference from Cabinet	To advise Cabinet of the progress on the 2023/24 Capital Programme for the period 1st April to 31st August, 2023 and to request changes to the Capital Programme	To allow scrutiny of the Draft Capital strategy.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	.
12 th December 2023	Annual Delivery Plan - Quarter 2 2023/24 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 2 performance results for the period 1 st July 2023 to 30 th September 2023 for the Corporate Plan Well-being Outcome.'	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes aimed at making a positive difference to the lives of Vale of Glamorgan citizens.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
17 th January 2024	Draft Annual Delivery Plan – 2024/25	Cabinet Forward Work Programme Item.	To deliver Annual Delivery Plan commitments as	To ensure the views of all key stakeholders including Scrutiny Committees, inform the	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			aligned to our Corporate Plan Well-being Objectives.	Council's draft Annual Delivery Plan (Improvement Plan Part 1)	Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
20 th February 2024	Updated Revenue Budget and Medium Term Financial Plan Report – 2024/25	Cabinet Forward Work Programme Item.	To inform Scrutiny Committee of the amended revenue budget for 2023/24 and to submit for consideration the revenue budget proposals for 2024/25.	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 MSewell@valeofglamorgan.gov.uk	
20 th February 2024	Updated Capital Budget Report – 2024/25 to 2028/29.	Cabinet Forward Work Programme Item.	To submit the Initial Capital Programme Proposals for 2024/25 to 2028/29.	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 MSewell@valeofglamorgan.gov.uk	
20 th February 2024	Revenue and Capital Monitoring 1 st April 2023 to 30 th November 2023.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period 1 st April	The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			to 30 th November 2023.			
20 th February 2024	Vale of Glamorgan Council – Proposed Fees and Charges	Cabinet Forward Work Programme Item.	To propose service changes.	To allow scrutiny of proposals.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	
12 th March 2024	Service Plans and Target Setting to Deliver the Vale of Glamorgan Annual Delivery Plan 2024/25.	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 jarchampong@valeofglamorgan.gov.uk Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
12 th March 2024	Annual Delivery Plan - Quarter 3 2023/24 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 3 performance results for the period 1 st October 2023 to 31 st December 2023 for the Corporate Plan Well-being Outcome.'	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 jarchampong@valeofglamorgan.gov.uk Emma Reed, Head of Neighbourhood Services and Transport Marcus Goldsworthy, Director of Place	
16 th April 2024						

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

Report/Presentations	Responsible Officer and Contact Details	Commentary
1. Update on the Coastal Erosion and Flooding	Emma Reed, Head of Neighbourhood Services and Transport	

Possible Task and Finish Group Suggestions:

Subject	Responsible Officer	Commentary

Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Performance Monitoring Reports		
Vale of Glamorgan Annual Delivery Plan (Improvement Plan Part 1) 20**/**.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually March each year.

End of Year 20**/** Performance Report	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually in September each year.
Financial Reports		
Closure of Accounts 20**/**.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Usually in July each year.
Initial Revenue Programme Budget Proposals.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Usually in December each year.
Initial Capital Programme Budget Proposals.	Matthew Sewell, Principal Accountant. 02920 673 140 MSewell@valeofglamorgan.gov.uk	Usually in December each year.

Biannual Reports

Report	Responsible Officer and Contact Details	Commentary
.		

Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
4 th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2023/24.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually May each year. Reporting on Jan, Feb and Mar.
1st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2023/24.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually July each year. Reporting on Apr, May and Jun.
2nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2023/24.	Gareth Davies, Democratic & Scrutiny Services Officer. 01446 709 249 gjdavies@valeofglamorgan.gov.uk	Usually October each year. Reporting on July and September.
3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2023/24.	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 2023/24 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 2023/24 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 2023/24 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.