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| Meeting of: | Healthy Living and Social Care Scrutiny Committee |
| Date of Meeting: | Tuesday, 12 October 2021 |
| Relevant Scrutiny Committee: | Healthy Living and Social Care |
| Report Title: | 2 nd Quarter Scrutiny Recommendation Tracking 2021/22 and Updated Committee Forward Work Programme Schedule 2021/22. |
| Purpose of Report: | To report progress on Scrutiny recommendations and to consider the updated Forward Work Programme together with any slippage for 2021/22. |
| Report Owner: | Rob Thomas, Managing Director |
| Responsible Officer: | Amy Rudman, Democratic and Scrutiny Services Officer, 01446 709 855. |
| Elected Member and Officer Consultation: | None |
| Policy Framework: | This report is in accordance with the recommendations of the Audit Wales (formerly Wales Audit Office) Democratic Renewal report and acknowledges the recommendations of the review of the Council's scrutiny function. |
| <p>Executive Summary:</p> <ul style="list-style-type: none"> • The report advises Members of progress in relation to the Scrutiny Committee's historical recommendations and the updated Forward Work Programme Schedule for 2021/22 for the Committee's consideration: <ul style="list-style-type: none"> - 2nd Quarter Recommendation Tracking July to September (Appendix A); - Updated Committee Forward Work Programme Schedule for 2021/22 (Appendix B). | |

Recommendations

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

Reasons for Recommendations

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

1. Background

- 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 Appendix A attached to this report sets out the recommendations of the Scrutiny Committee and Members are requested to review progress against each recommendation, to assess whether further action may be required, ensure the required action is undertaken and to confirm which recommendations are to be agreed as completed.
- 2.2 It is important that Scrutiny Committee recommendations are tracked and monitored as failure to do so could result in a risk that recommended courses of action will not be followed and consequently lost. This would undermine the credibility of the scrutiny process.
- 2.3 Members are also requested to confirm approval of the updated 2021/22 Work Programme Schedule attached at Appendix B, it being noted that:
 - The Children and Young People Services Annual Placement Review – Annual Update Report has been slipped from the September 2021 meeting to the November 2021 meeting on the Director's request as raised 16th August 2021; and
 - In light of continued resource pressures for NHS colleagues, progress around the three pending NHS Presentations be paused until the 2022-23 FWP as agreed by the Chair [S. Griffiths] on 21st September 2021.
- 2.4 The Committee's Work Programme has been aligned to the Draft Quarterly Cabinet Forward Work Programme, scheduled for approval by Cabinet at its 11th October, 2021 meeting which can be found [here](#). A verbal update on the

resolutions made by Cabinet in relation to its Quarterly Forward Work Programme will be provided at the meeting.

- 2.5** The Scrutiny and Cabinet Roles and Responsibilities Protocol Point 7.6 states it is essential that the Cabinet Work Programme is taken into account when Scrutiny Committees are drawing up their own Work Programmes and also details reports that have been requested by the Scrutiny Committee, which will be included as and when available / required, together with items that require regular monitoring and scrutiny. Other reports will be added to the schedule as and when necessity arises. The schedule will also detail Requests for Consideration that have been received and the consideration given by officers of the likely date they can be reported to the relevant Committee.
- 2.6** With regard to Call-in Requests that are made following decisions of Cabinet, as these are required to be dealt with within 20 working days of a Cabinet decision (as per the Council's Constitution), they will be included within the Programme as and when received.
- 2.7** In response to an Audit Wales (formerly Wales Audit Office) review into Scrutiny, the Council has aimed to deliver an annual scrutiny-driven issues planning process for each Scrutiny Committee. The Committee is therefore asked to closely consider its forward work programme (attached at Appendix B) by identifying:
- The specific areas of interest for the Committee;
 - How to engage stakeholders (including Ward Members and the public);
 - The most appropriate forms of scrutiny for each (e.g. 'task and finish', expert witnesses, site visits, joint approaches to scrutiny etc.);
 - The issues where scrutiny can have the most impact and value to be gained from consideration.
- 2.8** Discussions in relation to broadening the Work Programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chairs and Vice-Chairs Group having regard to resource implications and corporate priorities.
- 2.9** In response to the 2019/20 Scrutiny Impact Member Survey, published in February 2020, the Scrutiny Committee Chairs and Vice-Chairs Group on 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.
- 2.10** 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

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

- 3.1 The Scrutiny Committees have a responsibility to report annually to the Council their future work programmes in the form of a 'Scrutiny Annual Report.' The 2019 – 21 (Covid-19 Extended) Annual Report is scheduled for presentation at the December 2021 Full Council Meeting.
- 3.2 Scrutiny Committee Forward Work Programmes are updated and published by the Council on a quarterly basis which encourages engagement / involvement by the public in the decision-making process.
- 3.3 The Scrutiny Public Participation Guide can be found at <https://www.valeofglamorgan.gov.uk/Documents/Our%20Council/Scrutiny/Guidance/Public-Scrutiny-Booklet.pdf>
- 3.4 The Scrutiny Forward Work Programme provides details of reports and items proposed to be considered by the Committee over the coming Municipal year (May 2021 – April 2022).

4. Resources and Legal Considerations

Financial

- 4.1 None as a direct result of this report.

Employment

- 4.2 None as a direct result of this report.

Legal (Including Equalities)

- 4.3 None as a direct result of this report.

5. Background Papers

[Scrutiny Committee Annual Work Programme.](#)

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

Uncompleted Recommendations

2nd Quarter 2021/22

| SCRUTINY RECOMMENDATION TRACKING FORM HEALTHY LIVING AND SOCIAL CARE 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 |

| 06 July 2021 | | | | |
|---|------------------------------|--|---|-----------|
| Min. No. 176 – Annual Corporate Safeguarding Report: 2020/21 (REF) – Recommended | Healthy Living & Social Care | | | |
| (2) That Committee continues to receive a six-monthly reference from Cabinet on work being carried out to improve Corporate Safeguarding arrangements and the effectiveness of relevant policies. | | | Added to forward work programme schedule. | Completed |
| Min. No. 179 – The Vale of Glamorgan and Cardiff Integrated Family Support Team Annual Report 2020-21 (DSS) – Recommended | Healthy Living & Social Care | | | |
| (2) That the Committee continues to receive annual reports, each July, on the work of the Integrated Family Support Team. | | | Added to forward work programme schedule. | Completed |
| Min. No. 184 – 1st Quarter Scrutiny Recommendation Tracking 2021/22 and Updated Committee Forward Work Programme Schedule 2021/22 (MD) – Recommended | Healthy Living & Social Care | | | |
| (2) That the updated Committee Forward Work Programme Schedule attached at Appendix B to the report be approved and uploaded to the Council's website. | | | Schedule uploaded to the Council's website. | Completed |



Healthy Living & Social Care Scrutiny Committee

Forward Work Programme

May 2021 – April 2022

| Month | Report Title | Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents | Purpose of Report | Actual Impact of Report | Responsible Officer and Contact Details | Comment / Update / Reason for Slippage |
|----------------------|--|--|---|---|---|---|
| 11 th May | 4 th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22. | Last Quarter 3 report received Jan '20. | To report progress on the Scrutiny recommendations [Jan, Feb, Mar] and to confirm the Committee's work programme for 2021/22. | To maintain effective tracking of the Committee's recommendations. | Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 arudman@valeofglamorgan.gov.uk | Presented to Committee on 11th May 2021 (Min No.19) |
| 11 th May | Family Information Service Annual Report 2019/20 and Covid-19 Pandemic 2020-21. | Last received July '19. | To update Scrutiny Committee on the work of the Vale Family Information Service (FIS) | To ensure effective oversight of this important area of social services activity and that Scrutiny Committee continues to be updated with regard to the Family Information Service. | Amanda Phillips, Head of Resource Management and Safeguarding. 01446 704 683 amphillips@valeofglamorgan.gov.uk | Presented to Committee on 11th May 2021 (Min No. 18) with agreement for annual updates each May going forward. |

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|----------------------|--|---|--|---|---|---|
| 8 th June | Telecare Services Update. | Annual Report: last received Jan '20. | To update Members regarding the service developments made over the past 12 months by the Vale of Glamorgan Telecare Service. | To appraise Members on the challenges, opportunities and strategic direction of the Vale of Glamorgan Council's Telecare service. | Andrew Cole, Operational Manager Locality Services. 07775 634 180 acole@valeofglamorgan.gov.uk | Presented to Committee on 8th June 2021 (Min No.87) with agreement for annual updates each May going forward. |
| 8 th June | Presentation - Intelligent Personal Assistants. | Requested at January 2020 meeting. Was due March 2020 but delayed due to the meeting being cancelled in response to the national pandemic. | To provide members with information regarding the use of Mainstream Technology to Enhance Independent Living | Members are able to make informed decisions on the challenges, opportunities and strategic direction of the Vale of Glamorgan Council's Telecare service and make recommendations for improving technology. | Nick French, Chief Executive, Innovate Trust. Ashley Bale / Digital Inclusion & Innovations Manager 02920 382151 Ext: 247 ashley.bale@innovate-trust.org.uk | Presented to Committee on 8th June 2021 (Min No.86) |

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|----------------------|---|--|--|---|---|---|
| 8 th June | Sports & Play: Update | Annual Report; last received February '20. | To advise on the current activities and operations of the Council's Sport & Play section. | To note the current good work being undertaken by the Council's Sport and Play Development Team. | Dave Knevett, Operational Manager, Neighbourhood Services, Healthy Living & Performance. 01446 704 817 DPKnevett@valeofglamorgan.gov.uk | Presented to Committee on 8th June 2021 (Min No.88) with agreement for annual updates each June going forward. |
| 6 th July | Annual Report of the Director of Social Services 2020-2021 Challenge Version. | Last received September '20. | To ensure that Elected Members received a copy of the Director's Annual Report, contribute to the challenge process and agree the future priorities for the service. | The challenge version of the Director's report allows members and stakeholders an opportunity to comment and inform a future final draft which will be considered by Cabinet. | Lance Carver, Director of Social Services. 01446 704 678 lcarver@valeofglamorgan.gov.uk | Presented to Committee on 6th July 2021 (Min No.182) Received usually in June each year so scheduled for June 2022. |
| 6 th July | Closure of Accounts 2020/21. | Last received July '19. | The accounts are complete and this report is to inform | Members aware of the provisional financial position | Carolyn Michael, Operational Manager Accountancy. | Presented to Committee on 6th July |

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|----------------------|--|--|---|--|--|--|
| | | | Scrutiny Committee of the provisional financial position of the Council for the 2020/21 financial year. | and actions that have been taken. | 01446 709 778 CMichael@valeofglamorgan.gov.uk | 2021 (Min No.180) Received usually in July each year so scheduled for July 2022. |
| 6 th July | Corporate Safeguarding Annual Report 2020/21. (Reference from Cabinet). | Last received December '20. | To update Cabinet on the work that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council. | To provide assurance and understanding around safeguarding activity taking place across the Council. To ensure that Committee is aware of recent developments in corporate arrangements for safeguarding. To allow Committee | Lance Carver, Director of Social Services. 01446 704 678 lcarver@valeofglamorgan.gov.uk | Presented to Committee on 6th July 2021 (Min No.176) |

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|----------------------|--|--|--|---|---|---|
| | | | | to exercise effective scrutiny of this key area of corporate working. | | |
| 6 th July | Families First 2020-21 Annual Report. | Last received July 2019. | To appraise Scrutiny Committee of progress and activity within the Welsh Government grant allocated to support the delivery of the Families First Plan 2020/21 in the Vale of Glamorgan and enable Scrutiny Committee to exercise their functions. | That Members are kept informed about positive progress made around the development of the Families First Service. | Mark Davies, Prevention & Partnership Manager. 01446 709 269 MDDavies@valeofglamorgan.gov.uk Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk | Presented to Committee on 6th July 2021 (Min No.178) |
| 6 th July | 1 st Quarter Scrutiny Recommendation Tracking and | Last municipal year 4th | To report progress on the Scrutiny | To maintain effective tracking of the Committee's | Amy Rudman, Democratic & Scrutiny Services Officer. | Presented to Committee on 6th July |

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|----------------------|--|--|--|---|--|---|
| | Updated Work Programme Schedule 2021/22. | Quarter received May '21. | recommendations [Apr,May,June] and to confirm the Committee's work programme for 2021/22. | recommendations and to align with section 7.6 of the Cabinet and Scrutiny Roles and Responsibilities Protocol. | 01446 709 855 arudman@valeofglamorgan.gov.uk | 2021 (Min No.184) |
| 6 th July | End of Year 2020/2021 Performance Report (Part 2). | Last received July '19. Part 1 last received March '21. | To present quarter 4 performance results for the period 1st April 2020 to 31st March 2021 in delivering our Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives. | To ensure the Council is effectively assessing its performance in line with the requirement to secure continuous improvement outlined in the Local Government Measure (Wales) 2009 and reflecting the requirement of the Well-being of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the well-being goals for Wales. To ensure the Council implements its | Lance Carver, Director of Social Services. 01446 704 678 lcarver@valeofglamorgan.gov.uk | Presented to Committee on 6th July 2021 (Min No.183) |

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| | | | | regulatory recommendations and improvement proposals and responds appropriately to the recommendations and proposals for improvement identified through the Wales Audit Office's programme of local and national Local Government Studies. | | |
| 6 th July | Integrated Family Support Service Annual Update 2020/21. | Last received November '19. | To provide Committee with an opportunity to consider the 2020/21 Annual Report for the Vale of Glamorgan and Cardiff Integrated Family Support Team (IFST) before it is submitted to Welsh | To allow members to consider the work of the IFST in relation to Welsh Government guidance. | Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk | Presented to Committee on 6th July 2021 (Min No.179) |

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| | | | Government as required. | | | |
| 6 th July | Revenue and Capital Monitoring 1 st April to 31 st May 2021. | 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 2021. | The Capital Economic Regeneration Reserve is managed effectively. and budgets are matched to operational responsibilities. | Carolyn Michael, Operational Manager Accountancy. 01446 709 778 CMichael@valeofglamorgan.gov.uk | Presented to Committee on 6th July 2021 (Min No.181) |
| 14 th September | Annual Delivery Plan Monitoring Report: Quarter 1 Performance 2021/22. | End of previous year (Part 2) received July '21. | To present quarter 1 performance results for the period 1st April 2021 to 30th June 2021 aligned to the Corporate Plan Well-being Outcomes. | To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan 2021/22 aimed at making a positive difference to the lives of Vale of Glamorgan citizens. 2. To ensure the Council is effectively assessing its performance in line | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | Presented to Committee on 14th September 2021 (Min No. TBC). Originally scheduled for Oct '21 but brought forward to |

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| | | | | with the requirement to meet its performance requirements as outlined in the Local Government & Elections (Wales) Act 2021 and reflecting the requirement of the Wellbeing of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the well-being goals for Wales. 3. To ensure members maintain an oversight of the recovery issues impacting on the work of the Council and their respective Scrutiny Committees. | | Sept '21 meeting. |
| 14th September | Presentation - Foster Wales | One-off Request. | To engage Committee Members in the developments relating to Foster Wales. | Committee Members are apprised on a national approach intended to promote the | Karen Conway, Operational Manager Placements and Permanency Team 01446 704204 KConway@valeofglamorgan.gov.uk | Presented to Committee on 14th September 2021 (Min No. TBC). |

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| | | | | recruitment of foster carers with an emphasis on local carers for local children. | Amy McArde, Marketing and Recruitment Coordinator 01446 704195 amcardle@valeofglamorgan.gov.uk | Requested by Director 28/04/21. |
| 12 th October | Annual Social Services Representations and Complaints Report 2020/21. | Last received November '20. | To ensure that Scrutiny Committee are provided with an overview of the activity, performance and achievements within this area of work. | To ensure effective scrutiny of performance in Social Services and to provide evidence about the effect upon the lives of individual service users and their families/carers. 2. To ensure Scrutiny Committee have oversight of the activity in relation to Complaints and Compliments in the Social Services Directorate. | Amanda Phillips, Head of Resource Management and Safeguarding. 01446 704 683 amphillips@valeofglamorgan.gov.uk | Uploaded to Oct '21 Agenda. |

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| 12 th October | 2 nd Quarter Scrutiny Recommendation Tracking 2021/22 and Updated Committee Forward Work Programme Schedule 2021/22. | 1st Quarter received July '21. | To report progress on the Scrutiny recommendations [Jul, Sept] and to confirm the Committee's work programme for 2021/2022. | To maintain effective tracking of the Committee's recommendations. | Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 arudman@valeofglamorgan.gov.uk | Uploaded to Oct '21 Agenda. |
| 12 th October | Revenue and Capital Monitoring 1st April to 31st August 2021. | Cabinet Forward Work Programme Item. | To advise Committee of the progress relating to revenue and capital expenditure for the period 1st April to 31st August 2021. | Members are aware of the projected revenue outturn for 2021/22. | Carolyn Michael, Operational Manager Accountancy. 01446 709 778 CMichael@valeofglamorgan.gov.uk | Uploaded to Oct '21 Agenda. |
| 12 th October | Service User & Carer Consultation / Citizen Engagement Annual Report | Last received October '19. | To bring to the attention of the Committee the outcomes and recommendations of the annual consultation | 1)To increase awareness of the context of the 2020-21 Social Services Citizen Engagement programme, including the impact of the COVID 19 Pandemic. | Amanda Phillips, Head of Resource Management and Safeguarding. 01446 704 683 amphillips@valeofglamorgan.gov.uk | Uploaded to Oct '21 Agenda. Not received in '20 due to national pandemic. |

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| | | | programme for Social Services. | 2)To appreciate the inclusion of the more varied methods with which Social Services engages with citizens and their families through COVID 19 and beyond. 3)To increase awareness of the positive work achieved by the service and the plans to drive improvement. 4)To increase awareness of the impact of COVID 19 on the service. | | |
| 9 th November | Vale, Valleys and Cardiff Regional Adoption Collaborative Annual Report 20**/**. | Last received December '20. | To provide Scrutiny Committee with the Annual Report and review of the Collaborative. | To ensure that Committee maintain close scrutiny of this regional service on a regular basis. | Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk | Slipped by one month during '20 due to national pandemic. |

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| 9 th November | Children and Young People Services Annual Placement Review – Annual Update. | Last received September '19. | To outline the actions taken within Children and Young People Services during 20**/20** and the first quarter of 20**/21** with regard to placement provision for Children Looked After (CLA) and the priority actions for 20**/21**. | To provide Members with an opportunity to exercise oversight of this key statutory function. 2. To ensure Members are kept up to date with the relevant issues associated with children's placements. 3. To ensure Members have a regular opportunity to review the utilisation of placements for children. 4. To ensure that Members can consider these issues in association with | Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk | Not received in 2020 due to national pandemic. Originally scheduled for Sept'21. Slipped to November '21 meeting on Director's request 16/08/21. |

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| | | | | children's educational needs. | | |
| 9 th November | Deprivation of Liberty Safeguards (DoLS) Annual Update. | Last received October '19. | To provide overview and summary of the activity within the DoLS team and to highlight the resource and capacity issues that has resulted in this area of work being included on the corporate risk register. | To ensure members are aware of future changes to legislation and their anticipated impact. | Amanda Phillips, Head of Resource Management and Safeguarding. 01446 704 683 amphillips@valeofglamorgan.gov.uk | Not received in '20 due to national pandemic. |
| 7 th December | Initial Revenue Programme Budget Proposals. | Last received December '20. | To inform Scrutiny Committee of the amended revenue budget for 20**/** and to submit for consultation the initial revenue | In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before making a | Carolyn Michael, Operational Manager Accountancy. 01446 709 778 CMichael@valeofglamorgan.gov.uk | |

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| | | | budget proposals for 20**/**. | final proposal on the budget. | | |
| 7 th December | Initial Capital Programme Budget Proposals. | Last received December '20. | To submit the Initial Capital Programme Proposals for 20**/** to 20**/**. | In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees before making a final proposal on the budget. | Carolyn Michael, Operational Manager Accountancy. 01446 709 778 CMichael@valeofglamorgan.gov.uk | |
| 7 th December | Corporate Safeguarding Mid-Year Report. (Reference from Cabinet). | Annual version last received June '21. | To update Cabinet on the work that has been undertaken in relation to Corporate arrangements for Safeguarding across the | To ensure that Committee is aware of recent developments in corporate arrangements for safeguarding. To allow Committee to exercise | Lance Carver, Director of Social Services. 01446 704 678 lcarver@valeofglamorgan.gov.uk | |

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| | | | Council. To provide assurance and understanding around safeguarding activity taking place across the Council. | effective scrutiny of this key area of corporate working. | | |
| 7 th December | Quarter 2 20 ^{**/**} Performance Report. | Quarter 1 received October '21. | To present quarter 2 performance results for the period ***** 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. 2. To ensure the Council is effectively | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | |

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| | | | | <p>assessing its performance in line with the requirement to secure continuous improvement outlined in the Local Government Measure (Wales) 2009 and reflecting the requirement of the Well-being of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the wellbeing goals for Wales.</p> | | |
| 11 th January | Update on the Cardiff and Vale of Glamorgan | Last received January '21. | To update Members on the work of the Cardiff and Vale | To increase awareness of the work of the Cardiff and Vale of | Cath Doman, Director of Health and Social Care, Integration at Cardiff and Vale Integrated Health and Social Care Partnership. | |

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| | Regional Partnership Board. | | of Glamorgan Regional Partnership Board in relation to the integration of health and social care. | Glamorgan Regional Partnership Board. 2. To ensure Members continue to receive updated information regarding the progress of the Regional Partnership Board. | Lance Carver, Director of Social Services. 01446 704 678 lcarver@valeofglamorgan.gov.uk | |
| 11 th January | 3 rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 20 ^{**} / ^{**} . | Quarter 2 received October '21. | To report progress on the Scrutiny recommendations [Oct,Nov,Dec] and to confirm the Committee's work programme for 20 ^{**} / ^{**} . | To maintain effective tracking of the Committee's recommendations. | Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 arudman@valeofglamorgan.gov.uk | |
| 11 th January | Revenue and Capital Monitoring 1 st April to ^{***} 20 ^{**} . | Cabinet Forward Work Programme Item. | To advise Committee of the progress relating to revenue and capital | The Capital Economic Regeneration Reserve is | Carolyn Michael, Operational Manager Accountancy. 01446 709 778 CMichael@valeofglamorgan.gov.uk | |

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| | | | expenditure for the period ****. | managed effectively. and budgets are matched to operational responsibilities. | | |
| 8 th February | Autistic Spectrum Disorder (ASD): Adult Autism Team. | Last received March '21. | To provide Members with an update on the Adult Autism Team and to outline future actions to be undertaken. | To keep Members apprised of the work of the Adult Autism Team and its achievements to date. | Keith Ingram, Autistic Spectrum Disorder Project Lead Officer. 02921 824 240 keingram@valeofglamorgan.gov.uk | Usually received January each year. Received late in '21 due to national pandemic. Requested in Feb for '22 on Director request. |
| 8 th February | Leisure Management Contract – Year 9 Performance Report. | Year 8 report received February '21. | To provide an update on the performance of the Leisure Management Contract. | To note the performance of the contractor during this period. | Dave Knevett, Operational Manager, Neighbourhood Services, Healthy Living & Performance. 01446 704 817 DPKnevett@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 |
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| 8 th March | Vale of Glamorgan Wellbeing Objectives and Improvement Plan Part 1/Annual Delivery Plan. | Last received March '21. | To present the Council's Wellbeing Objectives and Improvement Plan Part 1, the associated priority actions as reflected in Service Plans and proposed improvement targets for Cabinet's consideration in line with the requirements of the Local Government Measure and Wellbeing of Future Generations Act | The views of all key stakeholders including Scrutiny Committees, inform the Council's draft Annual Delivery Plan (Improvement Plan Part 1), associated Service Plan activities and service improvement targets and Service Plans aligned to this Committee's remit are accurate, up to date and relevant and become the main document through which performance against the Corporate Plan's Annual Delivery Plan is monitored and measured. The Council's Corporate Plan Performance Measurement Framework identifies a relevant set of performance measures and targets against which the Annual Delivery Plan | 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 |
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| | | | | can be monitored and measured in line with requirements of the Local Government (Wales) Measure 2009 and in delivering the Annual Delivery Plan the Council takes into account the diverse needs of the local community. | | |
| 8 th March | Quarter 3 Performance Reporting 20 ^{**} / ^{**} . | Quarter 2 Reported: December '21. | To present Quarter 3 performance results in delivering the Council's Annual Delivery Plan commitments as aligned to the Corporate Plan Well-being Objectives. | 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 and to ensure the Council is effectively assessing its performance in line with the requirement to secure continuous improvement outlined in the Local Government Measure | 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 |
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| | | | | (Wales) 2009 and reflecting the requirement of the Well-being of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the wellbeing goals for Wales. | | |
| 8 th March | Children and Young People Services Annual Placement Review – Six Month Activity Update. | Annual version of report received September '21. | To update Cabinet on the work that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council. To provide assurance and understanding around safeguarding activity taking | To ensure that Committee is aware of recent developments in corporate arrangements for safeguarding. 2. To allow Committee to exercise effective scrutiny of this key area of corporate working. | Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk | Not reported in '20 due to national pandemic. |

| 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 |
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| | | | place across the Council. | | | |
| 8 th March | Annual Update regarding Unpaid Carers. | Last received March '21. | To update Scrutiny Committee on support for carers. | To ensure Scrutiny Members are aware of the duties outlined within legislation and the Ministerial Priorities set for carers as well as considering the development of a Regional Strategy for carers. | Amanda Phillips, Head of Resource Management and Safeguarding. 01446 704 683 amphillips@valeofglamorgan.gov.uk Natasha James, Operational Manager, Safeguarding & Service Outcomes. 01446 704781 najames@valeofglamorgan.gov.uk Nicola Hale, Team Manager, Performance and Information. 01446 704732 NJHale@valeofglamorgan.gov.uk | |

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

| Report/References/Presentations | Responsible Officer and Contact Details | Commentary |
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| Social Services Report - Carers Strategy (Support for Carers in the Vale of Glamorgan). | Amanda Phillips, Head of Resource Management and Safeguarding. 01446 704 683 amphillips@valeofglamorgan.gov.uk | New report as requested by the Director. Pending completion of regional strategy in partnership with Cardiff Council. |
| Presentation – Cogan Wellbeing Hub Annual Update, Mr Geoff Walsh UHB. | External Presenter – Mr Walsh. VoG Contact: Amy Rudman 01446 709 855 arudman@valeofglmaorgan.gov.uk | Was due January 2020 but delayed due to on-going discussions between UHB and VoG. Presentation last received January 2019. Update from Managing Director pending [28/09/21]. |
| Presentation - Cardiff and Vale Suicide and Self-Harm Prevention Strategy 2017-2020: 12 Monthly Update – Suzanne Wood. | Dr Suzanne Wood Consultant in Public Health Medicine 02921 836503 suzanne.wood@wales.nhs.uk | Last presented March 2019 (annual). Dr Wood confirmed in Feb '20 that the strategy was undergoing a refresh process and therefore would be available to present in July 2020. July 2020 meeting cancelled in response to the national pandemic. Dr Wood requested postponement on 08/10/20 due to Covid-19. On Chairman's agreement [S.Griffiths 21/09/21], progress paused until 2022-23 FWP in light of resource pressures for NHS colleagues as a result of the national pandemic. |
| Presentation - The Cardiff and Vale Dementia Strategy 2017-2027 Annual Update– Suzanne Wood. | Dr Suzanne Wood Consultant in Public Health Medicine 02921 836503 suzanne.wood@wales.nhs.uk | Last presented July 2019 (received when applicable). Was due July 2020 but delayed due to the meeting being cancelled in response to the national pandemic. Dr Wood requested postponement on 08/10/20 due to Covid-19 until 2021. |

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| | | On Chairman's agreement [S.Griffiths 21/09/21], progress paused until 2022-23 FWP in light of resource pressures for NHS colleagues as a result of the national pandemic. |
| Presentation - Emotional Wellbeing & Mental Health Services Annual Update – Rose Whittle. | Rose Whittle Directorate Manager, and Community Child Health Cardiff and Vale UHB Rose.Whittle@wales.nhs.uk Katie Simpson Katie.Simpson@wales.nhs.uk | Last presented January 2020 (annual). Request sent 15/01/21 for presentation to February 2021 Committee Meeting. Postponement requested by Ms Whittle 18/01/21 @ 09:17 due to national pandemic pressures. Chairman agreed to postpone until new municipal year (May 2021). On Chairman's agreement [S.Griffiths 21/09/21], progress paused until 2022-23 FWP in light of resource pressures for NHS colleagues as a result of the national pandemic. |

Annual Reports

| Report | Responsible Officer and Contact Details | Commentary |
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| 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 (Part 2). | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | Usually in September each year. |
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| Financial Reports | | |
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| Closure of Accounts 20**/**. | Carolyn Michael, Operational Manager Accountancy. 01446 709 778 CMichael@valeofglamorgan.gov.uk | Usually in July each year. |
| Initial Revenue Programme Budget Proposals. | Carolyn Michael, Operational Manager Accountancy. 01446 709 778 CMichael@valeofglamorgan.gov.uk | Usually in December each year. |
| Initial Capital Programme Budget Proposals. | Carolyn Michael, Operational Manager Accountancy. 01446 709 778 CMichael@valeofglamorgan.gov.uk | Usually in December each year. |
| Leisure Reports | | |
| Leisure Management Contract – Year * of 10 Performance Report. | Dave Knevett, Operational Manager, Neighbourhood Services, Healthy Living & Performance. 01446 704 817 DPKnevett@valeofglamorgan.gov.uk | Usually in February each year. |
| Sports & Play: Update | Dave Knevett, Operational Manager, Neighbourhood Services, Healthy Living & Performance. 01446 704 817 DPKnevett@valeofglamorgan.gov.uk | Usually in June each year (as of 08/06/21). Received early in Feb 2020. |
| Social Services Reports | | |
| Update on the Cardiff and Vale of Glamorgan Regional Partnership Board. | Cath Doman, Director of Health and Social Care, Integration at Cardiff and Vale Integrated Health and Social Care Partnership. | Usually in January each year. |
| Autistic Spectrum Disorder (ASD): Adult Autism Team. | Keith Ingram, Autistic Spectrum Disorder Project Lead Officer. | Usually in January each year. |

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| | 02921 824 240 keingram@valeofglamorgan.gov.uk | |
| Telecare Services Update. | Andrew Cole, Operational Manager Locality Services. 07775 634 180 acole@valeofglamorgan.gov.uk | Requested for May '22 at 08/06/21 meeting. Usually in June each year (as of 21/22). (Previously January prior to pandemic). |
| Annual Report of the Director of Social Services 20** - 20** – Challenge Version. | Lance Carver, Director of Social Services. 01446 704 678 lcarver@valeofglamorgan.gov.uk | Usually in June each year. |
| Support for Carers in the Vale of Glamorgan (Regional Carer's Strategy). | Amanda Phillips, Head of Resource Management and Safeguarding. 01446 704 683 amphillips@valeofglamorgan.gov.uk | Usually in June each year. |
| Annual Update regarding Unpaid Carers. | Natasha James, Operational Manager, Safeguarding & Service Outcomes. 01446 704781 najames@valeofglamorgan.gov.uk Nicola Hale, Team Manager, Performance and Information. 01446 704732 NJHale@valeofglamorgan.gov.uk | Usually in March each year. |
| Corporate Safeguarding Annual Report. | Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk | Usually in July each year. Reference from Cabinet. |
| Families First 20**-** Annual Report. | Mark Davies, Prevention & Partnership Manager. 01446 709 269 MDDavies@valeofglamorgan.gov.uk | Usually in July each year. |
| Family Information Service Annual Report 20**/**. | Amanda Phillips, Head of Resource Management and Safeguarding. 01446 704 683 amphillips@valeofglamorgan.gov.uk | Usually in May each year (as of 11/5/21) Previously July each year. |

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| Children and Young People Services Annual Placement Review – Annual Update. | Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk | Usually in September each year. |
| Annual Social Services Representations and Complaints Report 20**/**. | Amanda Phillips, Head of Resource Management and Safeguarding. 01446 704 683 amphillips@valeofglamorgan.gov.uk | Usually in October each year. |
| Vale, Valleys and Cardiff Regional Adoption Collaborative Annual Report 20**/**. | Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk | Usually in November each year. |
| Deprivation of Liberty Safeguards (DoLS) Annual Update. | Amanda Phillips, Head of Resource Management and Safeguarding. 01446 704 683 amphillips@valeofglamorgan.gov.uk | Usually in November each year. |
| Integrated Family Support Service Annual Update | Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk | Usually in December each year. |
| Service User & Carer Consultation / Citizen Engagement Annual Report | Amanda Phillips, Head of Resource Management and Safeguarding. 01446 704 683 amphillips@valeofglamorgan.gov.uk | Usually in October each year. |

Biannual Reports

| Report | Responsible Officer and Contact Details | Commentary |
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| Corporate Safeguarding Mid-Year Report. | Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk | Usually in January each year. Reference from Cabinet. |

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| Children and Young People Services Annual Placement Review – Six Month Activity Update. | Rachel Evans, Head of Children and Young People Services. 01446 704 792 RJEvans@valeofglamorgan.gov.uk Integrated Family Support Team Manager – Karen Worman | Usually in March each year. |
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Quarterly Reports

| Report | Responsible Officer and Contact Details | Commentary |
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| 4 th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2020/21. | Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 arudman@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 2020/21. | Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 arudman@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 2020/21. | Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 arudman@valeofglamorgan.gov.uk | Usually October each year. Reporting on July and September. |
| 3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2020/21. | Amy Rudman, Democratic & Scrutiny Services Officer. 01446 709 855 arudman@valeofglamorgan.gov.uk | Usually January each year. Reporting on October, November and December. |
| Quarter 1 2020/21 Performance Report. | Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk | Usually September each year. Reporting on April, May and June. |
| Quarter 2 2020/21 Performance Report. | Julia Archampong, Corporate Performance Manager. | Usually December each year. Reporting on July and September. |

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| | 01446 709 318 jarchampong@valeofglamorgan.gov.uk | |
| Quarter 3 2020/21 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 [3 reports per year; historically July, Oct and Jan].
- Requests for Consideration.
- Cabinet Call-in.
- Updates from the Leisure Management Contract Members Working Group.

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