

Meeting of:	Homes and Safe Communities Scrutiny Committee
Date of Meeting:	Wednesday, 12 May 2021
Relevant Scrutiny Committee:	Homes and Safe Communities
Report Title:	4th Quarter Scrutiny Recommendation Tracking 2020/21 and Proposed Annual Forward Work Programme Schedule 2021/22.
Purpose of Report:	To report progress on 2020/21 Scrutiny recommendations and to confirm the Committee's proposed Annual Forward Work Programme for 2021/22.
Report Owner:	Rob Thomas, Managing Director
Responsible Officer:	Mark Thomas, Democratic and Scrutiny Services Officer, 01446 709 279
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 proposed Annual Forward Work Programme Schedule for 2021/22: <ul style="list-style-type: none"> - 4th Quarter Recommendation Tracking January to March 2021 (Appendix A); - 3rd Quarter Recommendation Tracking October to December 2020 (Appendix B); - 2019-20 Uncompleted Recommendation Tracking (Appendix C); - 4th Quarter Forward Work Programme 2020/21 (Appendix D); - Cabinet Annual Forward Work Programme 2021/22 (Appendix E); - Proposed Annual Forward Work Programme Schedule for 2021/22 (Appendix F). 	

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 2021/22 attached at Appendix E, in the context of the Homes and Safe Communities Scrutiny Committee Annual Forward Work Programme 2021/22 content, be noted.
3. That the 4th Quarter Forward Work Programme attached at Appendix D be noted.
4. That the Committee's proposed Annual Forward Work Programme Schedule for 2021/22 attached at Appendix F be approved and uploaded to the Council's website.

Reasons for Recommendations

1. To maintain effective tracking of the Committee's recommendations.
 2. To align with section 7.6 of the Cabinet and Scrutiny Roles and Responsibilities Protocol.
- 3&4** For 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 attached to this report set 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 The Work Programme has been aligned to the Annual Cabinet Forward Work Programme as endorsed by Cabinet on 26th April 2021 and attached at Appendix E.
- 2.4 Members are also requested to confirm approval of the proposed Scrutiny Committee Work Programme Schedule attached at Appendix F, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances. The schedule includes notes

on reports that were scheduled to be reported in the previous quarter that have now been slipped to the 2021-22 Municipal year.

- 2.5** The Scrutiny and Cabinet Roles and Responsibilities Protocol Point 7.6 states it is essential that the Cabinet Work Programme is taken into account when Scrutiny Committees are drawing up their own Work Programmes and also details reports that have been requested by the Scrutiny Committee together with items that require regular monitoring and scrutiny. Other reports will be added to the schedule as and when necessity arises. The schedule will also detail Requests for Consideration that have been received and the consideration given by officers of the likely date they can be reported to the relevant Committee.
- 2.6** With regard to Call-in Requests that are made following decisions of Cabinet, as these are required to be dealt with within 20 working days of a Cabinet decision (as per the Council's Constitution), they will be included within the Programme as and when received.
- 2.7** In response to an Audit Wales (formerly Wales Audit Office) review into Scrutiny, the Council has aimed to deliver an annual scrutiny-driven issues planning process for each Scrutiny Committee. The Committee is therefore asked to closely consider its forward work programme (attached at Appendix F) by identifying:
- The specific areas of interest for the Committee;
 - How to engage stakeholders (including Ward Members and the public);
 - The most appropriate forms of scrutiny for each (e.g. 'task and finish', expert witnesses, site visits, joint approaches to scrutiny etc.);
 - The issues where scrutiny can have the most impact and value to be gained from consideration.
- 2.8** Discussions in relation to broadening the Work Programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chairmen and Vice-Chairmen 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 Chairmen and Vice-Chairmen Group on 3rd March, 2021 agreed that Scrutiny Committee Chairmen 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.'
- 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 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

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

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

Uncompleted Recommendations

4th Quarter – 2020/21

SCRUTINY DECISION TRACKING FORM HOMES AND SAFE COMMUNITIES SCRUTINY COMMITTEE				
Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status

13 January 2021

Min. No. 336 – 3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2020/21 (MD) – Recommended	Homes & Safe Communities			
(3) That the Youth Offending Service: Performance Report referred to in Appendix E be moved from February 2021 to March 2021 on the Work Programme Schedule prior to uploading on to the Council's website.			Work programme schedule amended.	Completed
(4) That the updated Work Programme Schedule attached at Appendix E be approved and uploaded to the Council's website.			Amended work programme schedule uploaded to the Council's website.	Completed

10 February 2021

Min. No. 410 – Housing and Homelessness Provision Within the Vale of Glamorgan – Task and Finish Group – Scope (MD) – Recommended	Homes & Safe Communities			
(1) That the final details on the membership of the Task and Finish Group be confirmed as soon as possible, to comprise of at least 6 Members (from Labour, Conservative, Plaid Cymru, Llantwit First Independent and Vale Independents political groups, as well as co-opted members on the Scrutiny Committee) and that the Committee be advised of such names at a later date. Also, that the first meeting of the Group be undertaken as soon as practicable following its establishment.			The final details on the membership of this Group have been confirmed and the Committee was updated at the meeting held on 15 th March, 2021. (Min No 502 refers) The first meeting of the Group was held on 20 th April, 2021.	Completed
(3) That reports of the Task and Finish Group be referred to the Homes and Safe Communities Scrutiny Committee for consideration.			Added to forward work programme schedule.	Completed

Uncompleted Recommendations

3rd Quarter 2020-21

SCRUTINY DECISION TRACKING FORM HOMES AND SAFE COMMUNITIES 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

09 December 2020				
Min. No. 258 – Annual Delivery Plan Monitoring Report: Quarter 2 Performance 2020/21 (DEH) – Recommended	Homes & Safe Communities			
(4) That the Committee receive further reports or updates on the Gypsy and Traveller Strategy, on Temporary Accommodation, Marcross Cesspits and Tenant Engagement.			Added to work programme schedule.	Completed
Min. No. 260 – Initial Revenue Budget Proposals 2021/22 (DEH) – Recommended	Homes & Safe Communities			
That the Corporate Performance and Resources Scrutiny Committee recommend to Cabinet, the ongoing value and importance of the Domestic Abuse Assessment and Referral Community Safety Services, when looking at cost pressures and the revenue budget.			<p>Corporate Performance and Resources Scrutiny Committee, at its meeting on 16th December, 2020 Recommended to Cabinet –</p> <p>[1] That the Committee echoed the sentiments of the recommendations of both the Homes and Safe and Environment and Regeneration Scrutiny Committees as above regarding the report. (Min. No. 314 refers)</p> <p>Cabinet, at its meeting on 25th January, 2021 resolved</p> <p>[1] That Cabinet considered the sentiments of the recommendations of both the Homes and Safe and Environment and Regeneration Scrutiny Committees and noted that a further report would be brought to Cabinet and referred to Corporate Performance and Resources Scrutiny Committee before being brought back to Cabinet and referred to Full Council for consideration. (Min No. C446 refers)</p>	Completed

Uncompleted Recommendations

2019-20

Apr 2019 – Mar 2020

SCRUTINY DECISION TRACKING FORM HOMES AND SAFE COMMUNITIES SCRUTINY COMMITTEE				
Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status

18 September 2019

Min. No. 299 – Tenant Engagement Strategy – Monitoring Report (DEH) – Recommended	Homes & Safe Communities			
(2) That the Scrutiny Committee be notified of the next FestiVale in order to attend.			The Head of Housing and Building Services stated that the planning for FestiVale should start in February / March 2020 – with the expectation that the event would go ahead in August 2020. The Committee would be kept updated on its progress. This has been cancelled until further notice due to the COVID-19 pandemic.	Ongoing

10 December 2019

Min. No. 520 – Quarter 2 2019/20 Performance Report: An Inclusive and Safe Vale (DEH) – Recommended	Homes & Safe Communities			
(4) That a report identifying an appropriate housing solution for the Traveller community would be presented to the Committee in the future following its review at Cabinet.			Added to work programme schedule. At the meeting on 15 th January, 2020 Committee recommended that this recommendation be shown as ongoing. (Min No 591 refers) At the meeting on 9th December, 2020 Committee was notified that the Strategic Housing Group met in early December with a draft report concerning this tabled at the meeting and the outcome being a further report drafted on this topic to go to Cabinet in early 2021, with work ongoing in order to resolve this and with further updates or the report to come to the Committee in due course. A report was submitted on this matter to Cabinet on 22 nd March, 2021.	Ongoing

Uncompleted Recommendations

2019-20

Apr 2019 – Mar 2020

SCRUTINY DECISION TRACKING FORM HOMES AND SAFE COMMUNITIES SCRUTINY COMMITTEE

Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
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			(Min No C533 refers) This was referred to the Committee for their consideration on 14 th April, 2021. The comments and recommendations made by the Committee will be referred back to Cabinet. (Min No 548 refers)	
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Vale of Glamorgan Council

Homes and Safe Communities Scrutiny Committee

Quarterly Forward Work Programme

January - March 2021

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
January	Results of Customer Satisfaction STAR Survey	New presentation: referred to in connection with the Housing Strategies Update Report at the meeting in December 2020.	To present the findings of the survey to the Committee.	To inform Members of the survey findings.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofgla morgan.gov.uk	Presented to Committee 13 th January 2020 (Min No 333) https://www.valeofgla.morgan.gov.uk/Documents/Committee%20Reports/Scrutiny-HSC/2021/21-01-13/STAR-2019-presentation.pdf
January	Revenue and Capital Monitoring	Cabinet Forward Work Programme Item.	To advise Scrutiny Committee of the progress relating to revenue and capital expenditure.	That Members are aware of the projected revenue outturn.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglam organ.gov.uk	Presented to Committee 13 th January 2020 (Min No 334) https://www.valeofgla.morgan.gov.uk/Documents/Committee%20Reports/Scrutiny-HSC/2021/21-01-13/Revenue-and-Capital-Monitoring.pdf
January	3rd Quarter [Oct, Nov & Dec] Decision Tracking and Forward Work Programme.	Previous report – 2 nd Quarter 20/21	To report progress on the Scrutiny recommendations and to confirm the Committee's work programme for 2020/21	To maintain effective tracking of the Committee's recommendations. That the updated Work Programme Schedule be approved and	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279	Presented to Committee 13 th January 2020 (Min No 336) https://www.valeofgla.morgan.gov.uk/Docum

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
				uploaded to the Council's website.	methomas@valeofglamorgan.gov.uk	ents/ Committee%20Reports/Scrutiny-HSC/2021/21-01-13/Q-3-Tracking.pdf
January	Housing Trading Account update	Original report.	Update on Housing Trading Account.	Make Members aware of the progress on Housing Trading Account.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Will not be available until June/July 2021. Will look at how to 'balance' the Trading Account
January	Disabled Facilities Grant update	Original report.	Update on Disabled Facilities Grant.	Make Members aware of the progress on Disabled Facilities Grant.	Marcus Goldsworthy Head of Regeneration and Planning 01446 704630 MJGoldsworthy@valeofglamorgan.gov.uk	Due to ongoing work with COVID-19 related grants, the report has been slipped provisionally to June 2021.
January	Impact of Covid-19 on Contact One Vale	Recommendation from the Annual Delivery Plan Monitoring Report: Q1 Performance 2020/21 at the meeting on the 16th September 2020.	To inform committee of how the Corona Virus pandemic has impacted on Customer Relations and how the service has responded to support residents	The Committee recognise the impact of the pandemic on C1V and the services provided to residents, acknowledge the support provided by Contact OneVale as part of the council's overall response to the pandemic and recognises the innovative collaborative work the service has undertaken with partners to deliver services		Presented to Committee 13 th January 2020 (Min No 335) https://www.valeofglamorgan.gov.uk/Documents/ Committee%20Reports/Scrutiny-HSC/2021/21-01-13/Impact-of-Covid19-on-Contact-OneVale.pdf

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
				supporting vulnerable residents across Wales.		
February	Homelessness Phase 2 Project Update – Court Road, Barry	Discussions at previous meetings around the Court Road development.	Presentation on the Homelessness Project for accommodation incorporating MMC and OSM	To update the Committee on the progress of the Project.	Pam Toms, Operational Manager, Public Housing Services 01446 709788 PToms@valeofglamo rgan.gov.uk	Presented to Committee on 10 th February 2021 (Min No 408) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-HSC/2021/21-02-10/Presentation-Homelessness-Phase-2-Project-Update.pdf
February	Youth Offending Service : 6 month Performance Report for the period April – September 2020.		To inform Scrutiny about the performance of the Youth Offending Service during the mid-year period	To ensure Scrutiny are able to exercise oversight of the Youth Offending Service performance against UK/devolved/local indicators.	Paula Barnett YOS Manager 01446 745820 PBarnett@valeofglam organ.gov.uk	Moved from February to March 2021 following agreement by the Homes and Safe Communities Scrutiny Committee following the report on 3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2020/21.
February	Interim report on the development of the new	New report	Interim report on the development of the new	To ensure that the review of current mechanisms and engagement work is robust,	Farida Aslam	Moved from February to March's meeting. Interim report prior to

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
	Tenant and Leaseholder Engagement Strategy		Tenant and Leaseholder Engagement Strategy.	and the new Tenant and Leaseholder Engagement Strategy provides an effective means for all Council tenants and leaseholders to have an opportunity to take part and have the opportunity to shape the services they receive.	Senior Neighbourhood Manager Housing Services 029 20673095 faslam@valeofglamorgan.gov.uk	consultation with tenants and tenant groups later in 2021.
February	Universal Credit – Impact on Council Housing Tenants and the Council	Combined report/ presentation – last done in February 2020; and further recommendations on this area at the HSC meeting 14 th October 2020.	To examine the impact of the roll out of Universal Credit on Council housing tenants and the Council	To ensure that the local impact of Universal Credit is understood, and to detail the range of responses which are in place to help to mitigate any adverse impact on Council housing tenants and the Council.	Nick Jones, Housing and Strategic Projects Team Leader 02920673252 njones@valeofglamorgan.gov.uk	Presented to Committee on 10 th February 2021 (Min No 409) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-HSC/2021/21-02-10/Universal-Credit-Impact-on-Council-Housing-Tenants-and-the-Council.pdf
February	Housing and Homelessness Provision within the Vale of Glamorgan – Task and Finish Group - Scope		To appoint the membership of the Task and Finish Group and to approve the scope for the Group	That Members are provided with the relevant information as a basis for implementing a Task and Finish Group.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Presented to Committee on 10 th February 2021 (Min No 410) https://www.valeofglamorgan.gov.uk/Documents/Committee%20

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
						Reports/Scrutiny-HSC/2021/21-02-10/Housing-and-Homelessness-TFG-Scope.pdf
March	Youth Offending Service : 6 month Performance Report for the period April – September 2020.		To inform Scrutiny about the performance of the Youth Offending Service during the mid-year period	To ensure Scrutiny are able to exercise oversight of the Youth Offending Service performance against UK/ devolved/local indicators.	Paula Barnett YOS Manager 01446 745820 PBarnett@valeofglamorgan.gov.uk	Presented to Committee on 15 th March 2021 (Min No 504) https://www.valeofglamorgan.gov.uk/Documents/ Committee%20 Reports/Scrutiny-HSC/2021/21-03-15/YOS-6-Month-Performance-Report.pdf
March	Revenue and Capital Monitoring.	Cabinet Forward Work Programme Item.	To advise Scrutiny Committee of the progress relating to revenue and capital expenditure.	That Members are aware of the projected revenue outturn.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Presented to Committee on 15 th March 2021 (Min No 505) https://www.valeofglamorgan.gov.uk/Documents/ Committee%20 Reports/Scrutiny-HSC/2021/21-03-15/Revenue-and-Capital-Monitoring.pdf

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
March	Annual Delivery Plan Monitoring Report: Quarter 3 Performance 2020/21	Cabinet Forward Work Programme Item.	To present quarter 3 performance results for the period 1 st April 2020 to 31 st December 2020 in delivering our Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	That Members consider performance results and progress towards achieving the Annual Delivery Plan 2020/21 commitments as aligned to our Corporate Plan Wellbeing Objectives within the remit of the Committee. That Members consider the remedial actions to be taken to address areas of underperformance and to tackle the key challenges identified within the remit of the Committee, with their views and recommendations referred thereafter to Cabinet for their consideration and approval. That Members note the progress being made through our recovery strategy and Directorate Recovery plans in response to the ongoing Coronavirus pandemic.	Julia Archampong Corporate Performance Manager 01446 709318 jarchampong@valeofglamorgan.gov.uk	Presented to Committee on 15 th March 2021 (Min No 508) https://www.valeofglamorgan.gov.uk/Documents/ Committee%20 Reports/Scrutiny-HSC/2021/21-03-15/ADP-Q3-Performance-Monitoring.pdf

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
March	Service Plans and Target Setting to Deliver the Vale of Glamorgan Annual Delivery Plan (Improvement Plan Part 1) 2021/2022.	Cabinet Forward Work Programme Item.	To seek Members' endorsement of the priority actions as reflected in Service Plans and proposed service improvement targets for the period 2021/2022 that will deliver the Council's Annual Delivery Plan (Improvement Plan Part 1) within the remit of the Committee	To ensure that the Service Plans aligned to this Committee's remit are accurate, up to date and relevant and become the main document through which performance against the Corporate Plan's Annual Delivery Plan is monitored and measured during 2021/2022. To ensure the Council's Corporate Plan Performance Measurement Framework identifies a relevant set of performance measures and targets against which the Annual Delivery Plan can be monitored and measured during 2021/2022 in line with requirements of the Local Government (Wales) Measure 2009 and the Well-being of Future Generations (Wales) Act	Julia Archampong Corporate Performance Manager 01446 709318 jarchampong@valeofglamorgan.gov.uk	Presented to Committee on 15 th March 2021 (Min No 509) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-HSC/2021/21-03-15/Service-Plans-and-Target-Setting.pdf
March	Interim report on the development of the new Tenant and	New report	Interim report on the development of the new Tenant and Leaseholder Engagement Strategy.	To ensure that the review of current mechanisms and engagement work is robust, and the new Tenant and	Farida Aslam Senior Neighbourhood Manager	Moved from February to March's meeting.

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
	Leaseholder Engagement Strategy			Leaseholder Engagement Strategy provides an effective means for all Council tenants and leaseholders to have an opportunity to take part and have the opportunity to shape the services they receive.	Housing Services 029 20673095 faslam@valeofglamorgan.gov.uk	Presented to Committee on 15 th March 2021 (Min No 506) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-HSC/2021/21-03-15/Interim-Report-Tenant-and-Leaseholder-Engagement-Strategy.pdf
March	Digital Engagement and Volunteering Officer.	New report	To examine how a Welsh Government funded, Digital Engagement and Volunteering Officer can improve levels of digital engagement and volunteering	To ensure the existing volunteering project continues to make a positive impact on people and communities in the Vale of Glamorgan and Welsh Government funding is used to further develop the existing scheme to work with new partners and benefit more residents by developing more engagement via digital means.	Farida Aslam Senior Neighbourhood Manager Housing Services 029 20673095 faslam@valeofglamorgan.gov.uk	Presented to Committee on 15 th March 2021 (Min No 507) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-HSC/2021/21-03-15/Digital-Engagement-and-Volunteering-Officer.pdf
March	Homelessness Prevention	Last report in November 2020.	Update to Homes and Safe Communities	To ensure that the actions in the Homelessness	Mike Ingram	Moved from March to April 2021.

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
	Strategy 2018 - 2022 - Monitoring Report		Scrutiny Committee on progress implementing the Homelessness Prevention Strategy and Action Plan since the adoption by Cabinet on 17 th June 2019	Prevention Strategy and Action Plan are progressing and are driving improvements in the quality of the homelessness service.	Head of Housing and Building Services 01446 709516 MIngram@valeofgla.morgan.gov.uk	

Reports to be Presented When Available:

1. Housing and Homelessness Provision Task and Finish Group – Reports to be referred to Scrutiny Committee when available (10 Feb 21: Min No 410)



VALE of GLAMORGAN COUNCIL CABINET OFFICE

Cabinet Annual Strategic Forward Work Programme

May 2021 – April 2022



www.valeofglamorgan.gov.uk

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Forward Work Programme: May / June 2021

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
May	Collaboration Compendium.	To provide an update for Cabinet on the Council's strategic collaborative working initiatives.	Leader	No	No
May	Renewal of Welsh Translation Contract.	To obtain approval from Cabinet to go out to tender for this service. The current contract ends at the end of August.	Leader	No	No
May	21 st Century Schools – Penarth Nursery Provision.	To seek approval to consult on a school organisation proposal for the Penarth Nursery Provision scheme.	Education and Regeneration	Yes	No
May	Disposal of three Small Parcels of education owned land.	To seek Cabinet approval to dispose of three small parcels of non-operational education land (as identified at Appendix A).	Education and Regeneration	No	No
May	Disposal of Small Parcels of Housing owned land.	To seek Cabinet approval to dispose of two small parcels of non-operational housing land suitable for use incidental to the enjoyment of the adjacent dwelling houses only (as identified at Appendix A).	Housing and Building Services	No	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
May	Neighbourhood Services and Transport – Condition Inspection Regime.	To propose changes in footway and carriageway inspection regimes in line with current standards.	Neighbourhood Services and Transport	Yes	No
May	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
June	Sickness Absence Report.	To update Members of the Cabinet on the sickness absence statistics for the 12-month period from 1 April 2020 to 31 March 2021.	Leader	Yes (Corporate Performance and Resources)	No
June	Annual Welsh Monitoring Report.	To consider the Annual Welsh Monitoring Report for 2020/21.	Leader	Yes (Learning and Culture)	No

Forward Work Programme: July 2021

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
July	Closure of Accounts 2020/21.	The accounts are complete and this report is to inform Cabinet of the provisional financial position of the Council for the 2020/21 financial year.	Leader	No	No
July	Annual Treasury Management Report 2020/21.	To present to Cabinet the annual review report on Treasury Management 2020/21.	Leader	Yes (Audit Committee)	Yes
July	Revenue Monitoring for the Period 1st April to 31st May, 2021.	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, 2021.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
July	Budget Strategy 2022/23.	To submit the Budget Strategy for 2022/23.	Leader	No	No
July	Cabinet Quarterly Work Programme - April to June 2021 and July to September 2021.	To inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period April to June 2021 and to confirm the Quarterly Work Programme for July to September 2021 in order that the Annual Strategic Work Programme can be amended	Leader	No	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
		and uploaded to the website.			
July	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
July	End of Year 2020/21 Corporate Plan Performance Report.	To present end of year performance results for the period 1st April 2020 to 31st March 2021 in relation to our Well-being Outcomes and Corporate Health priorities, including an update of our progress in addressing recommendations and improvement proposals from our external regulators.	Leader	Yes (All Scrutiny Committees)	No
July	Climate Change	To consider the revised Climate Change Challenge Plan post consultation.	Leader	No	Yes
July	Annual Report: Section 106 Agreements 2020/21.	To report on annual S106 income and expenditure.	Legal, Regulatory and Planning Services	No	No
July	Director's Annual Report 2020/21.	To ensure Cabinet agree the future priorities for the service.	Social Care and Health	No	No

Forward Work Programme: September 2021

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
September	Vale of Glamorgan Annual Report (Improvement Plan Part 2) 2020/21.	To present the draft Vale of Glamorgan Annual Report (Improvement Plan Part 2) 2020/21, which outlines our progress towards achieving the Council's Well-being (Improvement) Objectives.	Leader	No	Yes
September	Local Air Quality Management Annual Progress Report 2021.	To seek approval for the 2021 Local Air Quality Management Annual Progress Report (APR) on air quality undertaken in 2020 to enable its submission to Welsh Government.	Legal, Regulatory and Planning	No	No
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 2021.	Legal, Regulatory and Planning	No	No

Forward Work Programme: October 2021

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 2021.	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 2021.	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 2021 and October to December 2021.	To inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period July to September 2021 and to confirm the Quarterly Work Programme for October to December 2021 in order that the Annual Strategic Work Programme can be amended and uploaded to the website.	Leader	No	No
October	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

Forward Work Programme: November 2021

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
November	Quarter 1 2021/22 Performance Report.	To present quarter 1 performance results for the period 1st April 2021 to 30th June 2021 for all service areas.	Leader	Yes (All Scrutiny Committees)	No
November	Revenue Monitoring for the period April to September 2021.	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 2021.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
November	Initial Revenue Budget Proposals 2022/23 and Medium Term Financial Plan 2021/22 to 2024/25.	To gain Cabinet's approval for the amended revenue budget for 2022/23 and to commence consultation on the initial revenue budget proposals for 2021/22.	Leader	Yes (All Scrutiny Committees)	No
November	Initial Capital Programme Proposals 2022/23 to 2026/27.	To gain approval for the Initial Capital Programme Proposals for 2022/23 so that they may be submitted to Scrutiny Committees for consultation and amendments to the current Capital Programme.	Leader	Yes (All Scrutiny Committees)	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
November	Initial Housing Revenue Account (HRA) Budget Proposals 2022/23 and Revised Budget 2021/22.	To gain Cabinet's approval for the initial budget proposals for 2022/23 relating to the Housing Revenue Account so that the proposals may be submitted to Scrutiny Committee for consultation and to revise the 2021/22 budget.	Leader	Yes (Homes and Safe Communities)	No
November	Treasury Management Mid-Year Report 2021/22.	To provide a mid-year report on the Authority's treasury management operations for the period 1 st April 2021 to 30 th September 2022.	Leader	No	Yes
November	Q2 Sickness Absence Report 2021/2022.	To update Cabinet on the sickness absence statistics for the 6-month period from 1 st April 2021 to 31 st September 2021.	Leader	Yes (Corporate Performance and Resources)	No
November	Draft Annual Delivery Plan – Consultation.	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	Leader	Yes (Corporate Performance and Resources)	No
November	Corporate Safeguarding Mid Term Report.	To update Cabinet on the work that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council. To provide assurance and understanding around safeguarding activity taking place across the Council.	Social Care and Health	Yes (Healthy Living and Social Care, Learning and Culture, Home and Safe Communities, Corporate Performance and Resources and Environment and Regeneration Scrutiny Committees)	No

Forward Work Programme: December 2021

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
December	School Admission Arrangements 2023-2024.	To seek Cabinet approval to consult on the Local Authority's school admission arrangements as required by the Welsh Governments School Admission Code.	Education and Regeneration	Yes (Learning and Culture)	No
December	Housing Support Grant Annual Delivery Plan.	To adopt the draft Housing Support Grant Delivery Plan and seek authorisation for its submission to Welsh Government.	Housing and Building	Yes	No

Forward Work Programme: January 2022

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 2021.	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 2021.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
January	Quarter 2 Corporate Plan Performance Report.	To present the Council's performance against the Corporate Plan for Q2.	Leader	Yes (Corporate Performance and Resources)	No
January	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
January	Timetable of Meetings: May 2022 to May 2023.	To consider a draft timetable of meetings for the period May 2022 - May 2023.	Leader	No	No
January	Pay Policy 2022/2023.	To ask Cabinet to consider and endorse the annual Council's annual Pay Policy for 2022/23 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 2021 and January	To inform Members of the progress to date in respect of	Leader	No	No

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
	to March 2022.	Cabinet Quarterly Work Programmes for the period October to December 2021 and to confirm the Quarterly Work Programme for January to March 2022 in order that the Annual Strategic Work Programme can be amended and uploaded to the website.			

Forward Work Programme: February 2022

Month	Report Title	Purpose of Report (Summary)	Lead Cabinet Member	Scrutiny Consideration Yes / No	Council Yes / No
February	Capital Strategy 2022/23 and Final Capital Proposals 2022/23 to 2026/27.	To gain approval for the Final Capital Programme Proposals for the years 2022/23 to 2026/27.	Leader	No	Yes
February	Final Proposals for the Revenue Budget 2022/23.	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 2022/23.	Leader	No	Yes
February	Final Housing Revenue Account (HRA) Budget Proposals 2022/23.	To set the HRA budget for the financial year 2021/22 and to set the rents and service charges for the forthcoming rent year beginning on 2 nd April 2022.	Leader	No	Yes
February	Treasury Management and Investment Strategy 2022/23 and Update 2021/22.	To provide an interim report on the Council's treasury management operations for the period 1 st April 2021 to 31 st December 2021 and to submit for consideration the proposed 2021/22 Treasury Management and Investment Strategy.	Leader	Yes (Audit Committee)	Yes

February	Housing Business Plan.	To obtain approval for the Housing Business Plan 2021.	Housing and Building Services	Yes (Homes and Safe)	Yes
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Forward Work Programme: March 2022

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 2021 to 31st January 2022.	To advise Cabinet of the progress relating to revenue expenditure.	Leader	Yes (All Scrutiny Committees)	No
March	Capital Monitoring for the Period 1st April 2021 to 31st January 2022.	To advise Cabinet of the progress relating to the Capital Programme.	Leader	Yes (All Scrutiny Committees)	No
March	Annual Equality Monitoring Report 2020-2021.	To seek Cabinet's approval of the Annual Equality Monitoring Report.	Leader	Yes (Learning and Culture)	No
March	Vale of Glamorgan Annual Delivery Plan 2022/23.	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	Leader	Yes (Corporate Performance and Resources)	No
March	School Admission Arrangements 2023/2024.	Outcome of consultation and adoption of policy.	Education and Regeneration	No	No
March	Proposed Events Programme 2022-23.	Agreement of annual programme of events and allocation of funds.	Education and Regeneration	No	No

Forward Work Programme: April 2022

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 2022 - April 2023 and Cabinet Quarterly Work Programme – April to June 2022.	To inform Members of the Forward Work Programme of the Cabinet for the 12 month period May 2022 to April 2023, and the Cabinet Quarterly Work Programme from April – June 2022.	Leader	No	No
April	Quarter 3 Corporate Plan Performance Report.	To present the Council's performance against the Corporate Plan for Q3.	Leader	Yes (All Scrutiny Committees)	No
April	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



Vale of Glamorgan Council

Homes and Safe Communities Scrutiny Committee

Forward Work Programme

May 2021 – April 2022

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
May	Anti-Social Behaviour (ASB) and Social Cohesion - Joint Working between Social Landlords	New report.	To note the development of joint working protocols between the Community Safety Team and Social Landlords in the Vale of Glamorgan.	To provide Scrutiny with the information needed to exercise oversight of the Council's function within the Safer Vale Partnership.	Deborah Gibbs Community Safety and Partnership Team Manager 01446 450200	Moved from April to May's Committee meeting due to the Gypsy and

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
	and Community Safety.			To provide Scrutiny with information on the impact of the pandemic on ASB and Community Cohesion across the Vale and the flexible response by the Community Safety Team to the rapid and unexpected change in demand and service provision.	DGibbs@valeofglamorgan.gov.uk	Traveller update. Recommended at the H&SC meeting 14 th October 2020.
May	Update on the Community Safety Strategy Action Plan.	New report - recommended at the H&SC meeting 11th November 2020.	To provide Scrutiny Committee Members with an update on the progress made to deliver the Safer Vale Strategy Action plan.	To provide Scrutiny with the overview of progress being made towards driving forward and achieving its commitments in the Safer Vale Partnership Strategy. To ensure that the Council function of the Safer Vale Partnership is effectively assessing its performance of duties outlined in the Crime and Disorder Act 1998 to work	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk; and Deborah Gibbs Principal Community Safety Officer 01446 450200 DGibbs@valeofglamorgan.gov.uk	Moved from April to May's Committee meeting due to the Gypsy and Traveller update. ** A follow up report to be provided on a six-monthly basis – November 2021**

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
				with other statutory partners to formulate and implement strategies to tackle local crime and disorder in the area.		
May	4 th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Last Quarter 3 report received January 2020.	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.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
May	Presentation: Vale of Glamorgan's Housing Advice Hub/One Stop Shop.	New presentation.	Presentation on the One Stop shop operated by the Vale of Glamorgan Council and partners.	To update the Committee on the service provided.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
June	Annual Report on Digital Inclusion.	Last report in January 2020.	To provide Members with an update and seek views of the Committee on ongoing work to address issues of digital inclusion.	To give Members of the Committee an overview of the work being undertaken to support citizens who are not able to use digital and online services due to lack of access or skills and	Tony Curliss Operational Manager for Customer Relations 01446 729500 TCurliss@valeofglamorgan.gov.uk	Further, separate report on Digital Inclusion requested at January 2020 meeting – TBC.

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				enable Members of the Committee to consider and provide feedback on this work.		Update from Tony Curliss – Annual/other report(s) around Digital Inclusion to be provided in June 2021.
June	Disabled Facilities Grant update.	Recommendation from the Working Towards Recovery presentation at the meeting on 16th September 2020.	Update on the Disabled Facilities Grant update.	TBC	Marcus Goldsworthy Head of Regeneration and Planning 01446 704630 MJGoldsworthy@valeofglamorgan.gov.uk Phil Chappell Operational Manager, Regeneration 01446 704623 PRChappell@valeofglamorgan.gov.uk	Due to ongoing work with COVID-19 related grants, the report has been slipped provisionally from April to June 2021.
June	Housing Trading Account update.	Recommendation from the Working Towards Recovery presentation at	To advise Scrutiny on the status of the Housing Trading Account due to COVID-19, etc and how	That Members are aware of the status of the Housing Trading Account.	Mike Ingram Head of Housing and Building Services 01446 709516	Moved from January 2021 to June/July 2021 due to review on this.

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		the meeting on 16th September 2020.	to 'balance' the Trading Account.		MIngram@valeofglamorgan.gov.uk	
June	Homelessness Prevention Strategy 2018 – 2022 Monitoring Report.	Last report in April 2021	Update to Homes and Safe Communities Scrutiny Committee on progress implementing the Homelessness Prevention Strategy and Action Plan.	To ensure that the actions in the Homelessness Prevention Action Plan are progressing and are driving service improvements.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
June	Housing Strategies Update Report.	Last report in December 2020.	To note the updates and progress on three of the Council's housing strategies:- Tenant Engagement, Customer Services and Environmental and Neighbourhoods.	To ensure that key actions have been implemented and made a positive impact on tenants' lives.	Nick Jones Housing and Strategic Projects Team Leader 02920673252 njones@valeofglamorgan.gov.uk	
June	Shared Regulatory Service update/ Business Plan.	Last report in November 2019.	To update Members on Shared Regulatory Service (SRS) and Business Plan.	For Members' scrutiny of SRS and Business Plan.	Dave Holland Head of Shared Regulatory Services 01446 709272 dholland@valeofglamorgan.gov.uk	The report has moved from April to June's Scrutiny Committee meeting in order to include the Business Plan

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
						for consideration.
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.	That Members are aware of the projected revenue outturn.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
July	Closure of Accounts 2020/21.	Last report in July 2019	The accounts are complete and this report is to inform Scrutiny Committee of the provisional financial position of the Council for the 2020/21 financial year.	Members aware of the provisional financial position and actions that have been taken.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Not received in 2020 due to Covid.
July	Annual Corporate Safeguarding Report. (Reference from Cabinet)	Last report in December 2020	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 to exercise effective scrutiny of this key area of corporate working.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Slipped from Jun to Jul 2021 due to delay being presented to Cabinet.

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
July	End of Year 2020/21 Performance Report (Part 2).	Last report in July 2019	To present end of year performance results for the period 1 st April 2020 to 31 st March 2021 for the Corporate Plan Well-being Outcomes, including an update of our progress in addressing recommendations and improvement proposals from our external regulators.	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 regulatory recommendations and improvement proposals and responds appropriately to the recommendations and proposals for improvement identified through the Wales Audit Office's programme of	Julia Archampong Corporate Performance Manager 01446 709318 jarchampong@valeofglamorgan.gov.uk	Not received in 2020 due to Covid.

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
				local and national Local Government Studies.		
July	1 st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Last Quarter 4 report in May 2021.	To report progress on the Scrutiny recommendations [Apr, May, June] and to confirm the Committee's work programme for 2021/22.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
July	Youth Offending Service : Youth Justice Plan (to incorporate Youth Offending Service (YOS) Action Plan).	Las reported in October 2019.	To update Scrutiny Committee about the Vale of Glamorgan Youth Justice Plan and Action Plan.	To meet the statutory requirements of grant terms and conditions provided by the Youth Justice Board (YJB) for England and Wales, to achieve continuing improvements in the performance of the Youth Offending Services (YOS) and to ensure that Members can exercise oversight of this key area of work (and that of the Action Plan) for the Council.	Paula Barnett YOS Manager 01446 745820 PBarnett@valeofglamorgan.gov.uk	To (provisionally) include the YOS Action Plan as recommended at the Committee meeting 11 th November 2020.

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
August	R E C E S S					
September	Update report for the Civil Protection Unit.	Last report in September 2019	To update the Homes and Safe Communities Scrutiny Committee on the operational work plan for the Civil Protection Unit.	To ensure that Members of the Homes and Safe Communities Scrutiny Committee are aware of this work.	Debbie Spargo Principal Civil Protection Officer 029 20673044 DASpargo@valeofglamorgan.gov.uk	Not received in 2020 due to Covid.
September	Tenant Engagement Strategy.	Last report in March 2021 (Interim Report); and June 2021 (as part of Housing Strategies Update Report).	To update the Committee on the Tenant Engagement Strategy.	To ensure that Members of the Homes and Safe Communities Scrutiny Committee are aware of this work.	Nick Jones Housing and Strategic Projects Team Leader 02920673252 njones@valeofglamorgan.gov.uk	
October	Homelessness Prevention Strategy 2018 – 2022 Monitoring Report.	Last report in June 2021.	Update to Homes and Safe Communities Scrutiny Committee on progress implementing the Homelessness Prevention Strategy and Action Plan.	To ensure that the actions in the Homelessness Prevention Action Plan are progressing and are driving service improvements.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
October	Revenue and Capital Monitoring 1 st April to 31 st August 2021.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period.	That Members are aware of the projected revenue outturn.	Laura Davis Finance Support Manager 01446 704639 LLDavis@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
October	Annual Delivery Plan Monitoring Report: Quarter 1 Performance 2021/22.	End of previous year (Part 2) received Sept 2021.	To present Quarter 1 performance results for the Corporate Plan Well-being Outcomes.	<p>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.</p> <p>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 wellbeing goals for Wales.</p>	Julia Archampong Corporate Performance Manager 01446 709318 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
October	2 nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	1 st Quarter received July 2021.	To report progress on the Scrutiny recommendations [Jul, Sept] and to confirm the Committee's work programme for 2021/22.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
October	Youth Offending Service: 6 Month Performance Report for the period April – September 2021.	Last report in March 2021.	To inform Scrutiny Committee about the performance of the Youth Offending Service during the period April to September 2021.	To ensure Scrutiny are able to exercise oversight of the Youth Offending Service performance against UK/devolved/local indicators.	Paula Barnett YOS Manager 01446 745820 PBarnett@valeofglamorgan.gov.uk	
November	Update on the Community Safety Strategy Action Plan.	Last report in May 2021	To provide Scrutiny Committee Members with an update on the progress made to deliver the Safer Vale Strategy Action plan.	To provide Scrutiny with the overview of progress being made towards driving forward and achieving its commitments in the Safer Vale Partnership Strategy. To ensure that the Council function of the Safer Vale Partnership is	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk; and Deborah Gibbs Principal Community Safety Officer 01446 450200	

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
				effectively assessing its performance of duties outlined in the Crime and Disorder Act 1998 to work with other statutory partners to formulate and implement strategies to tackle local crime and disorder in the area.	DGibbs@valeofglamorgan.gov.uk	
November	Community Investment Strategy.	Last report in October 2019.	To update the Homes and Safe Communities Scrutiny Committee on the Community Investment Strategy.	To ensure that the Community Investment Strategy is implemented effectively and key outcomes are achieved.	Nick Jones Housing and Strategic Projects Team Leader 02920673252 njones@valeofglamorgan.gov.uk	
November	Digital Investment Strategy.	Following the Digital Strategy 2017-2020.	To update the Homes and Safe Communities Scrutiny Committee on this strategy.	To ensure that the Digital Investment Strategy is implemented effectively and key outcomes are achieved.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk; Tony Curliss Operational Manager for Customer Relations 01446 729500	

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
					TCurliss@valeofglamorgan.gov.uk	
December	Initial Revenue Programme Budget Proposals.	Last report December 2020.	To inform Scrutiny Committee of the amended revenue budget for 2022/23 and to submit for consultation the initial revenue budget proposals for 2021/22.	In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
December	Initial Capital Programme Budget Proposals.	Last report December 2020.	To submit the Initial Capital Programme Proposals for 2022/23 to 2026/27 to Scrutiny Committees for consultation.	In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
December	Initial Housing Revenue Account (HRA) Budget Proposals 2022/23 and Revised Budget 2021/22.	Last report December 2020.	To submit for consultation the initial Housing Revenue Account budget proposals for 2022/23 and to inform Scrutiny Committee of the amended original budget for 2021/22.	To facilitate monitoring of the amended Housing Revenue Account Budget. In order that Cabinet be informed of the comments of Scrutiny Committee before making a final proposal on the budget.	Laura Davis Finance Support Manager 01446 704639 LLDavis@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
December	Corporate Safeguarding Mid Term Report. (Reference from Cabinet).	Annual version last received July 2021.	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 to exercise effective scrutiny of this key area of corporate working.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
December	Annual Delivery Plan Monitoring Report: Quarter 2 Performance 2021/22.	Quarter 1 received October 2021.	To present Quarter 2 performance results for the Corporate Plan Well-being Outcomes.	That members consider performance results and progress towards achieving the Annual Delivery Plan 2021/22 commitments as aligned to our Corporate Plan Wellbeing Objectives within the remit of the Committee. That members consider the remedial actions to be taken to address areas of underperformance and to tackle the key challenges	Julia Archampong Corporate Performance Manager 01446 709318 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
				identified within the remit of the Committee, with their views and recommendations referred thereafter to Cabinet for their consideration and approval.		
December	Housing Strategies Update Report.	Last report in June 2021.	To note the updates and progress on three of the Council's housing strategies: Tenant Engagement, Customer Services and Environmental and Neighbourhoods.	To ensure that key actions have been implemented and made a positive impact on tenants' lives.	Nick Jones Housing and Strategic Projects Team Leader 02920673252 njones@valeofglamorgan.gov.uk	
December	Update on the DAARC Service (Domestic Abuse Assessment and Referral Co-ordinator).	Last report in April 2021.	To note the updates and progress on the DAARC service.	To provide Scrutiny with the information needed to exercise oversight of the DAARC service within Community Safety. To ensure Members are aware of recent developments in the DAARC service.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk; and Deborah Gibbs Principal Community Safety Officer 01446 450200	

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
					DGibbs@valeofglamorgan.gov.uk	
January	Housing Support Grant Annual Delivery Plan.	Cabinet Forward Work Programme Item.	To adopt the draft Housing Support Grant Delivery Plan and seek authorisation for its submission to Welsh Government.	To ensure that the Council complies with the requirements of the Housing Support Grant (HSG) Guidance (Wales) July 2018.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
January	3 rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Quarter 2 received October 2021.	To report progress on the Scrutiny recommendations [Oct, Nov, Dec] and to confirm the Committee's work programme for 2021/22.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
January	Revenue and Capital Monitoring 1 st April to 30 th November 2021.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period.	That Members are aware of the projected revenue outturn.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
February	Universal Credit - Impact on Council Housing Tenants and the Council.	Last report in February 2021.	To examine the impact of the roll out of Universal Credit on Council housing tenants and the Council.	To ensure that the local impact of Universal Credit is understood, and to detail the range of responses which are in place to help to mitigate	Nick Jones, Housing and Strategic Projects Team Leader 02920673252 njones@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
				any adverse impact on Council housing tenants and the Council.		
February	Report of review for Housing and Homelessness Provision within the Vale of Glamorgan (Task and Finish Group).	Following report to Committee in February 2021.	An examination of housing and homelessness provision.	To seek comments / approval on any recommendations of the Group prior to referral to Cabinet.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
March	Housing Business Plan.	Cabinet Forward Work Programme Item.	To obtain approval for the Housing Business Plan 2021.	To obtain approval for the Housing Business Plan	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
March	Service Plans & Target Setting to Deliver the Vale of Glamorgan Annual Delivery Plan (Improvement Plan Part 1).	Last received March 2021.	To seek Members' endorsement of the priority actions as reflected in Service Plans and proposed service improvement targets for the period 2022/2023 that will deliver the Council's Annual Delivery	To ensure that the Service Plans aligned to this Committee's remit are accurate, up to date and relevant and become the main document through which performance against the Corporate Plan's Annual Delivery	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
			Plan (Improvement Plan Part 1) within the remit of the Committee.	Plan is monitored and measured. To ensure the Council's Corporate Plan Performance Measurement Framework identifies a relevant set of performance measures and targets against which the Annual Delivery Plan can be monitored and measured in line with requirements of the Local Government (Wales) Measure 2009 and the Well-being of Future Generations (Wales) Act.		
March	Annual Delivery Plan Monitoring Report: Quarter 3 Performance 2021/22.	Quarter 2 received December 2021.	To present Quarter 3 performance results in delivering the Council's Annual Delivery Plan commitments as aligned to the Corporate Plan Well-being Objectives.	That members consider performance results and progress towards achieving the Annual Delivery Plan 2021/22 commitments as aligned to our Corporate Plan	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofgla.morgan.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
				<p>Wellbeing Objectives within the remit of the Committee.</p> <p>That members consider the remedial actions to be taken to address areas of underperformance and to tackle the key challenges identified within the remit of the Committee, with their views and recommendations referred thereafter to Cabinet for their consideration and approval.</p>		
March	Revenue and Capital Monitoring 1 st April 2021 to 31 st January 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period.	That Members are aware of the projected revenue outturn.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
April	Homelessness Prevention Strategy 2018 – 2022 Monitoring Report.	Last report in October 2021.	Update to Homes and Safe Communities Scrutiny Committee on progress implementing the Homelessness	To ensure that the actions in the Homelessness Prevention Action Plan are progressing and are	Mike Ingram Head of Housing and Building Services 01446 709516	

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
			Prevention Strategy and Action Plan.	driving service improvements.	MIngram@valeofglamorgan.gov.uk	

Other reports / presentations / visits requested by Committee to be added into schedule as and when available.

Report	Responsible Officer and Contact Details	Commentary
Report on Digital Inclusion <i>in addition to the regular progress update.</i>	Tony Curliss Operational Manager for Customer Relations 01446 729500 TCurliss@valeofglamorgan.gov.uk	Further, separate report on Digital Inclusion requested at January 2020 meeting – TBC. Update from Tony Curliss – Annual/other report(s) around Digital Inclusion to be provided in May 2021.
CCTV Update	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Recommendation from the Working Towards Recovery presentation at the meeting on the 16th September 2020. ** Has slipped to the new Municipal Year (2021-2022). Awaiting final review and agreement on CCTV.**
Housing Development Programme	TBC	TBC
Code of Guidance (Homelessness)	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Changes to the code that could impact Housing. ** This will probably be incorporated into the Housing Provision report and Task and Finish Group Exercise. **

Demonstration of the digital Homes4U bidding portal	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	A live demonstration of this service be provided to Scrutiny once operational.
Homes 4U update (reference from Cabinet)	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	TBC
Prevention of Terrorism Action Plan Update	Mike Ingram/Stacey Evans (Community Safety Manager)	Presentation – last presented in March 2019. It has been confirmed that there has been no progress during COVID-19 (2020/21).
CFWP Vale Community Alarm System Update Report	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Last reported under 'Telecare Services Update' a reference from HLSC in February 2020.
Site visit to one of the new housing developments in the Vale of Glamorgan (15 Jan 20: Min No)	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	TBC – 2021.
STAR Survey	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Last presented at January 2021 meeting.
Update on progress of the recent changes to the Council Tax Policy in the Vale of Glamorgan Council and how similar Authorities deal with Empty Homes (July 2019)	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	TBC
*CFWP – Review of services to leaseholders including the potential for introducing a new Leaseholder Sinking Fund.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	TBC – still under review.
Marcross Package Treatment Work	Mike Ingram Head of Housing and Building Services 01446 709516	Report potentially coming to Scrutiny in Jun/Jul 2020.

	MIngram@valeofglamorgan.gov.uk	
Tablet Loan Scheme	<p>Tony Curliss Operational Manager for Customer Relations 01446 729500 TCurliss@valeofglamorgan.gov.uk</p> <p>Scott Tandy Cymdeithas Tai Newydd Housing Association 02920 005479 scott.tandy@newydd.co.uk</p>	Raised at the H&SC meeting 16 th September 2020.
The Capital Programme pilot and its use of alternative sources of heating.	<p>Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk</p>	Recommended at the H&SC meeting 14th October 2020.
The Housing Investment Programme.	<p>Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk</p>	Recommended at the H&SC meeting 14th October 2020.
The work undertaken by the Community Development Team and what it will be doing going forward for younger people and other members of the community.	<p>Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk</p>	Recommended at the H&SC meeting 14th October 2020.
Early intervention and support services and how they can safely restart or put in place new service models (such as the 'Hub' on Holton Road).	<p>Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk</p>	Recommended at the H&SC meeting 14th October 2020.
Social Enterprise and its impact going forward.	<p>Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk</p>	Recommended at the H&SC meeting 14th October 2020.
Presentation - 'Foundational Economy' and the work undertaken around the 21st Century schools project.	<p>Marcus Goldsworthy Head of Regeneration and Planning</p>	Recommended at the H&SC meeting 14th October 2020.

	01446 704630 MJGoldsworthy@valeofglamorgan.gov.uk	
Visit to the pilot 'Smart House'.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Recommended at the H&SC meeting 14th October 2020.
Update from the Chairman of the South Wales Fire and Rescue Authority on Performance [presentation].	Mr. Chris Barton, Treasurer of the South Wales Fire and Rescue Authority and Mr. Huw Jakeway, Chief Fire Officer, South Wales Fire and Rescue Authority. j-griffin@southwales-fire.gov.uk	Last presented in December 2019.

Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Scrutiny Committees' Draft Annual Report	Cath Lindsey Assistant Democratic Services Officer 01446 709144 celindsey@valeofglamorgan.gov.uk	TBC
Youth Justice Plan	Paula Barnett YOS Manager 01446 745820 PBarnett@valeofglamorgan.gov.uk	Usually in October each year. ** Delayed due to Coronavirus – now coming to July's H&SC meeting. **
Youth Offending Service: End of Year Performance Report.	Paula Barnett YOS Manager 01446 745820 PBarnett@valeofglamorgan.gov.uk	Usually in October each year.
Closure of Accounts	Laura Davis	Usually in July each year.

	Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
Initial Capital Programme Budget Proposals	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in December each year.
Initial Revenue Programme Budget Proposals	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in December each year.
Initial Housing Revenue Account	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in December each year.
The Civil Protection Unit – Responsibilities and Work Plan [Presentation]	Debbie Spargo Principal Civil Protection Officer 029 20673044 DASpargo@valeofglamorgan.gov.uk	Usually in September each year. NOW TBC
Corporate Safeguarding Annual Report	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Usually in July each year.
Update on the DAARC Service (Domestic Abuse Assessment and Referral Co-ordinator)	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk; and Deborah Gibbs Principal Community Safety Officer	Usually in December each year.

	01446 450200 DGibbs@valeofglamorgan.gov.uk	
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Biannual Reports

Report	Responsible Officer and Contact Details	Commentary
Vale of Glamorgan Annual Delivery Plan (Improvement Plan Part 1).	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually in March each year.
End of Year Performance Report (Part 2).	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually in September each year.
Youth Offending Service: Mid-year Performance Report	Paula Barnett YOS Manager 01446 745820 PBarnett@valeofglamorgan.gov.uk	Usually in March and October each year.
Housing Strategies Update Report	Nick Jones Housing and Strategic Projects Team Leader 02920673252 njones@valeofglamorgan.gov.uk	Usually in June and December each year.
Corporate Safeguarding Mid Term Report	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Usually in December each year.
Safer Vale Partnership Strategy Action Plan.	Mike Ingram Head of Housing and Building Services 01446 709516	Usually in April and October each year. Recommended at the H&SC meeting 11 th November 2020.

	MIngram@valeofglamorgan.gov.uk; and Deborah Gibbs Principal Community Safety Officer 01446 450200 DGibbs@valeofglamorgan.gov.uk	
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Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
Report on the Output Information and Relevant Statistics informing the Homelessness Prevention Strategy Action Plan.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Usually March, June, October each year.
1st Quarter [Apr, May & June] Decision Tracking of Recommendations and Forward Work Programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually July each year.
2nd Quarter [July & Sept] Decision Tracking of Recommendations and Forward Work Programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually October each year.
3rd Quarter [Oct, Nov & Dec] Decision Tracking of Recommendations and Forward Work Programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually January each year.

4th Quarter [Jan, Feb & Mar] Decision Tracking of Recommendations and Forward Work Programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually May each year.
Annual Delivery Plan Monitoring Report: Quarter 1 Performance [Apr, May & June] Report.	Julia Archampong Corporate Performance Manager 01446 709318 jarchampong@valeofglamorgan.gov.uk	Usually October each year.
Annual Delivery Plan Monitoring Report: Quarter 2 Performance [July & Sept] Report.	Julia Archampong Corporate Performance Manager 01446 709318 jarchampong@valeofglamorgan.gov.uk	Usually December each year.
Annual Delivery Plan Monitoring Report: Quarter 3 Performance [Oct, Nov & Dec] Report.	Julia Archampong Corporate Performance Manager 01446 709318 jarchampong@valeofglamorgan.gov.uk	Usually March each year.

Infrequent

- Cabinet References.
- Revenue and Capital Monitoring Reports [4 reports per year; historically July, October, January and March].
- 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.