

Meeting of:	<b>Homes and Safe Communities Scrutiny Committee</b>
Date of Meeting:	<b>Wednesday, 07 July 2021</b>
Relevant Scrutiny Committee:	Homes and Safe Communities
Report Title:	1 <sup>st</sup> 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:	Mark Thomas, Democratic and Scrutiny Services Officer, 01446 709279.
Elected Member and Officer Consultation:	None
Policy Framework:	This report is in accordance with the recommendations of the Audit Wales (formerly Wales Audit Office) Democratic Renewal report and acknowledges the recommendations of the review of the Council's scrutiny function.
<p>Executive Summary:</p> <ul style="list-style-type: none"> <li>• 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"> <li>- 1st Quarter Recommendation Tracking April to June 2021 (Appendix A);</li> <li>- 2019-20 Uncompleted Recommendation Tracking (Appendix B);</li> <li>- Updated Committee Forward Work Programme Schedule for 2021/22 (Appendix C).</li> </ul> </li> </ul>	

## **Recommendations**

1. That the status of the actions listed in Appendices A and B to the report be agreed.
2. That the updated Committee Forward Work Programme Schedule attached at Appendix C 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**

## **2. Key Issues for Consideration**

- 2.1 Appendices A and B 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 Members are also requested to confirm approval of the updated 2021/22 Work Programme Schedule attached at Appendix C, it being noted that the Committee received most of the expected reports during the quarter, with any slippage duly recorded.
- 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 5<sup>th</sup> July 2021 meeting which can be found [here](#).
- 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 C) 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](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 September 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 1<sup>st</sup> Quarter 2021-22

SCRUTINY RECOMMENDATION 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

14 April 2021				
<b>Min. No. 548 – Gypsy and Traveller Site Search Update (REF) – Recommended</b>				
(1) That Cabinet further investigate other alternatives to the land currently used at the Gypsy and Traveller site at Hayes Road, Sully (existing tolerated site and adjoining land).			Cabinet, at its meeting on 12 <sup>th</sup> May 2021 resolved [1] That the Cabinet report comprehensively addressed the level of search to further investigate other alternatives to the land currently used at the Gypsy and Traveller site at Hayes Road, Sully that had taken place to date. [2] That the proposed feasibility work would undertake the exploration of alternative emergency access at the current Gypsy and Traveller site. [3] That the comments from the Homes and Safe Communities Scrutiny Committee be noted. (Min. No. C564 refers)	Completed
(2) That Cabinet further investigate the feasibility of constructing an alternative emergency access at the current Gypsy and Traveller site.				
(3) That Cabinet consider the comments from the Homes and Safe Communities Scrutiny Committee.				
<b>Min. No. 549 – Update on the DAARC Service (Domestic Abuse Assessment and Referral Co-Ordinator) (DEH) – Recommended</b>				
(3) That the DAARC service have greater engagement with support groups concerning domestic abuse.				Ongoing
12 May 2021				
<b>Min. No. 28 – 4<sup>th</sup> Quarter Scrutiny Recommendation Tracking 2020/21 and Proposed Annual Forward Work Programme Schedule 2021/22 (MD) – Recommended</b>	Homes & Safe Communities			
(4) That the Committee's proposed Annual Forward Work Programme Schedule for 2021/22 attached at Appendix F to the report be approved and uploaded to the Council's website, subject to the following amendments being made:  • The Youth Offending Service : Youth Justice Plan (to			Proposed Annual Forward Work Programme Schedule 2021/22 uploaded to the Council's website.	Completed

Uncompleted Recommendations 1<sup>st</sup> Quarter 2021-22

SCRUTINY RECOMMENDATION 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
incorporate Youth Offending Service (YOS) Action Plan) be moved from July to October 2021 in the Work Programme Schedule; <ul style="list-style-type: none"> <li>That the dates given for the Marcross Package Treatment Work report referred to in the "Other Reports / Presentations / Visits requested by Committee" section of the Work Programme Schedule be removed.</li> </ul>				
<b>09 June 2021</b>				
<b>Min. No. – Presentation: Digital Inclusion – Recommended</b>	Homes & Safe Communities			
(2) That the Scrutiny Committee receive a further update on Digital Inclusion at a later date.			Added to work programme schedule.	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
<b>18 September 2019</b>				
<b>Min. No. 299 – Tenant Engagement Strategy – Monitoring Report (DEH) – Recommended</b>	Homes & Safe Communities			
(2) That the Scrutiny Committee be notified of the next FestiVale in order to attend.			<p>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.</p> <p>This has been cancelled until further notice due to the COVID-19 pandemic.</p> <p>It has subsequently been confirmed that the event will not go ahead in 2021 and that it will be re-evaluated as part of future reporting to the Committee (such as through the Tenant Engagement Strategy).</p>	Ongoing
<b>10 December 2019</b>				
<b>Min. No. 520 – Quarter 2 2019/20 Performance Report: An Inclusive and Safe Vale (DEH) – Recommended</b>	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.			<p>Added to work programme schedule.</p> <p>At the meeting on 15<sup>th</sup> January, 2020 Committee recommended that this recommendation be shown as ongoing. (Min No 591 refers)</p> <p>At the meeting on 9<sup>th</sup> 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</p>	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
			<p>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.</p> <p>A report was submitted on this matter to Cabinet on 22<sup>nd</sup> March, 2021. (Min No C533 refers) This was referred to the Committee for their consideration on 14<sup>th</sup> April, 2021. The comments and recommendations made by the Committee will be referred back to Cabinet. (Min No 548 refers)</p> <p>Cabinet, at its meeting on 12<sup>th</sup> May 2021 resolved [1] That the Cabinet report comprehensively addressed the level of search to further investigate other alternatives to the land currently used at the Gypsy and Traveller site at Hayes Road, Sully that had taken place to date. [2] That the proposed feasibility work would undertake the exploration of alternative emergency access at the current Gypsy and Traveller site. [3] That the comments from the Homes and Safe Communities Scrutiny Committee be noted. (Min. No. C564 refers)</p> <p>To be kept as 'ongoing' until further reporting and resolution of this matter is brought to the Committee's attention.</p>	





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.  Presented to Committee on <a href="#">12<sup>th</sup> May 2021</a> (Min No. 26)
May	Update on the Community Safety Strategy Action Plan.	<a href="#">New report - recommended at the H&amp;SC meeting 11<sup>th</sup> November 2020.</a>	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.  Presented to Committee on <a href="#">12<sup>th</sup> May 2021</a> (Min No. 27)  ** A follow up report to be provided on a

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.		six-monthly basis – November 2021**
May	4 <sup>th</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	<a href="#">Last Quarter 3 report received January 2020.</a>	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.  To align with section 7.6 of the Cabinet and Scrutiny Roles and Responsibilities Protocol.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Presented to Committee on <a href="#">12<sup>th</sup> May 2021</a> (Min No. 28)
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	Presented to Committee on 12 <sup>th</sup> May 2021 (see <a href="#">Housing</a> and <a href="#">Pobl</a> slides; Min No. 25)
June	Presentation on Digital Inclusion.	<a href="#">Last report in January 2020.</a>	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	Tony Curliss Operational Manager for Customer Relations 01446 729500	Originally, planned as a report, but it was decided to provide a

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
				to use digital and online services due to lack of access or skills and enable Members of the Committee to consider and provide feedback on this work.	TCurliss@valeofglamorgan.gov.uk	presentation to the Committee on the <a href="#">9<sup>th</sup> June 2021</a> instead (Min No. 93)
June	Disabled Facilities Grant update.	<a href="#">Recommendation from the Working Towards Recovery presentation at the meeting on 16<sup>th</sup> September 2020.</a>	Update on the Disabled Facilities Grant update.	To update Members on the Grant.	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 slipped – originally from April to June 2021; now to October 2021
June	Housing Trading Account update.	<a href="#">Recommendation from the Working Towards Recovery presentation at the meeting on</a>	To advise Scrutiny on the status of the Housing Trading Account due to COVID-19, etc and how to 'balance' the Trading Account.	That Members are aware of the status of the Housing Trading Account.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Was moved originally from January 2021 to June/July 2021 due to a review on this. Due to the

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
		<a href="#">16<sup>th</sup> September 2020.</a>				review still ongoing it has now slipped to November 2021.
June	Homelessness Prevention Strategy 2018 – 2022 Monitoring Report.	<a href="#">Last report in April 2021</a>	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	This has slipped to September 2021 due to the previous report only being presented to the Committee in April 2021
June	Housing Strategies Update Report.	<a href="#">Last report in December 2020.</a>	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	The following constituent parts of the report have been slipped to two separate dates: Tenant Engagement to go Committee

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
						in September 2021; the others to go to Committee in November 2021. Due to consultation, Cabinet approval, etc.
June	Shared Regulatory Services Business Plan.	<a href="#">Last report in November 2019.</a>	To provide the opportunity for pre decision scrutiny of the Shared Regulatory Services Business Plan.	That the Scrutiny Committee notes the content of this report and consider the content of the SRS Business Plan for 2021/22.	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 <a href="#">Business Plan</a> for consideration. Presented to the Committee on the 9th June 2021 (see <a href="#">report</a> and <a href="#">slides</a> ; Min No. 94)

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
June	Update on the Task and Finish Group for Housing and Homelessness Provision within the Vale of Glamorgan	<a href="#">Follow up to report in February 2021.</a>	To update Members on the work of the Task and Finish Group.	To provide Scrutiny with information on how the Group is progressing with this task.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Presented to the Committee on the <a href="#">9th June 2021</a> (Min No. 95)
July	Revenue and Capital Monitoring 1 <sup>st</sup> April to 31 <sup>st</sup> May 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 May 2021.	That Members are aware of the projected revenue outturn for 2021/22.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Added to Agenda.
July	Closure of Accounts 2020/21.	<a href="#">Last report in July 2019</a>	The accounts are complete and this report is to inform Scrutiny Committee of the provisional financial position for this Committee for the 2020/21 financial year.	Members aware of the provisional financial position and actions that have been taken. To approve the report and the financial measures taken and proposed.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Not received in 2020 due to Covid.  Added to Agenda.
July	Annual Corporate Safeguarding Report. <b>(Reference from Cabinet)</b>	<a href="#">Last report in December 2020</a>	To update Cabinet and Scrutiny Committees on the work that has been undertaken in relation to Corporate arrangements	To ensure that Committee is aware of recent developments in corporate arrangements for safeguarding. To allow	Mike Ingram Head of Housing and Building Services 01446 709516	Slipped from June to July 2021 due to a delay in it being

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 Safeguarding across the Council.	Committee to exercise effective scrutiny of this key area of corporate working.	MIngram@valeofglamorgan.gov.uk	presented to Cabinet.  Added to Agenda.
July	Annual Delivery Plan Monitoring Report: Quarter 4 Performance 2020/21 (End of Year 2020/21 Performance Report)	<a href="#">Last report in July 2019</a>	To present end of year (quarter 4) performance results for the period 1 <sup>st</sup> April 2020 to 31 <sup>st</sup> March 2021 in delivering our Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan 2020/21 aimed at making a positive difference to the lives of Vale of Glamorgan citizens. To ensure the Council is effectively assessing its performance in line with the requirement to 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	Julia Archampong Corporate Performance Manager 01446 709318 jarchampong@valeofglamorgan.gov.uk	Not received in 2020 due to Covid.  Added to Agenda.



Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
				maximises its contribution to achieving the well-being goals for Wales. To ensure Members maintain an oversight of the recovery issues impacting on the work of the Council and their respective Scrutiny Committees.		
July	1st Quarter Scrutiny Recommendation Tracking 2021/22 and Updated Committee Forward Work Programme Schedule 2021/22.	<a href="#">Last Quarter 4 report in May 2021.</a>	To report progress on Scrutiny recommendations and to consider the updated Forward Work Programme together with any slippage 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	Added to Agenda.
July	Youth Offending Service: Youth Justice Plan (to incorporate Youth Offending Service (YOS) Action Plan).	<a href="#">Last reported in October 2019.</a>	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	Paula Barnett YOS Manager 01446 745820 PBarnett@valeofglamorgan.gov.uk	Report moved from July's to October's Committee meeting (recommended by the

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
				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.		Committee in the 12 <sup>th</sup> May 2021 meeting, Min No. 28 refers).
August	<b>R E C E S S</b>					
September	Update report for the Civil Protection Unit.	<a href="#">Last report in September 2019</a>	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.	<a href="#">Last report in March 2021 (Interim Report)</a>	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	Moved from June 2021 to September 2021 due to consultation, Cabinet approval, etc
September	Homelessness Prevention Strategy 2018 –	<a href="#">Last report in April 2021.</a>	Update to Homes and Safe Communities Scrutiny Committee on	To ensure that the actions in the Homelessness Prevention Action Plan	Mike Ingram Head of Housing and Building Services	Moved to September 2021 (from

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
	2022 Monitoring Report.		progress implementing the Homelessness Prevention Strategy and Action Plan.	are progressing and are driving service improvements.	01446 709516 MIngram@valeofglamorgan.gov.uk	June 2021) due to last report being provided in April 2021.
September	Council Housing Investment Update (was WHQS).		Update Members on Council Housing Investment.	Members have oversight on Council Housing Investment.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Was not reported in April 2020 due to Coronavirus. Slipped from April to September 2021.
October	Revenue and Capital Monitoring 1 <sup>st</sup> April to 31 <sup>st</sup> 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	
October	Annual Delivery Plan Monitoring Report: Quarter 1 Performance 2021/22.	<a href="#">Last report in September 2020.</a>	To present Quarter 1 performance results for 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	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
				<p>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>		
October	2 <sup>nd</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	1 <sup>st</sup> 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	

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	Youth Offending Service: 6 Month Performance Report for the period April – September 2021.	<a href="#">Last report in March 2021.</a>	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	
October	Youth Offending Service: Youth Justice Plan (to incorporate Youth Offending Service (YOS) Action Plan).	<a href="#">Last reported in October 2019.</a>	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 <sup>th</sup> November 2020. Report moved from July's to October's Committee meeting (recommended by the Committee in the 12 <sup>th</sup> May 2021 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
October	Disabled Facilities Grant update.	<a href="#">Recommendation from the Working Towards Recovery presentation at the meeting on 16<sup>th</sup> September 2020.</a>	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 October 2021.
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 effectively assessing its performance of duties outlined in the Crime and	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	

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
				Disorder Act 1998 to work with other statutory partners to formulate and implement strategies to tackle local crime and disorder in the area.		
November	Community Investment Strategy.	<a href="#">Last report in October 2019.</a>	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 TCurliss@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
November	Housing Trading Account update.	<a href="#">Recommendation from the Working Towards Recovery presentation at the meeting on 16<sup>th</sup> September 2020.</a>	To advise Scrutiny on the status of the Housing Trading Account due to COVID-19, etc and how to 'balance' the Trading Account.	That Members are aware of the status of the Housing Trading Account.	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	Moved from January 2021 to November 2021 due to review on this.
November	Housing Strategies Update Report.	<a href="#">Last report in December 2020.</a>	To note the updates and progress on several of the Council's housing strategies such as 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	Moved from June 2021 to November 2021 due to consultation, Cabinet approval, etc.
December	Initial Revenue Programme Budget Proposals.	<a href="#">Last report December 2020.</a>	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.	<a href="#">Last report December 2020.</a>	To submit the Initial Capital Programme Proposals for 2022/23 to 2026/27 to	In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees	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
			Scrutiny Committees for consultation.	before making a final proposal on the budget.		
December	Initial Housing Revenue Account (HRA) Budget Proposals 2022/23 and Revised Budget 2021/22.	<a href="#">Last report December 2020.</a>	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	
December	Corporate Safeguarding Mid Term Report. <b>(Reference from Cabinet).</b>	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	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	Julia Archampong Corporate Performance Manager 01446 709318	

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
	Performance 2021/22.			<p>Delivery Plan 2021/22 commitments as aligned to our Corporate Plan 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>	jarchampong@valeofglamorgan.gov.uk	
December	Update on the DAARC Service (Domestic Abuse Assessment and Referral Co-ordinator).	<a href="#">Last report in April 2021.</a>	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.	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk; 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
				To ensure Members are aware of recent developments in the DAARC service.	Deborah Gibbs Principal Community Safety Officer 01446 450200 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 <sup>rd</sup> 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 <sup>st</sup> April to 30 <sup>th</sup> 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	<a href="#">Last report in February 2021.</a>	To examine the impact of the roll out of Universal	To ensure that the local impact of Universal Credit	Nick Jones,	

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
	Housing Tenants and the Council.		Credit on Council housing tenants and the Council.	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.	Housing and Strategic Projects Team Leader 02920673252 njones@valeofglamorgan.gov.uk	
February	Report of review for Housing and Homelessness Provision within the Vale of Glamorgan (Task and Finish Group).	<a href="#">Following report to Committee in February 2021.</a>	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	<a href="#">Last received March 2021.</a>	To seek Members' endorsement of the priority actions as reflected in Service Plans and proposed service improvement	To ensure that the Service Plans aligned to this Committee's remit are accurate, up to date and relevant and become the main	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	

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
	Delivery Plan (Improvement Plan Part 1).		targets for the period 2022/2023 that will deliver the Council's Annual Delivery Plan (Improvement Plan Part 1) within the remit of the Committee.	document through which performance against the Corporate Plan's Annual Delivery 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	Quarter 2 received December 2021.	To present Quarter 3 performance results in delivering the Council's	That members consider performance results and progress towards	Julia Archampong, Corporate Performance Manager.	

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
	Performance 2021/22.		Annual Delivery Plan commitments as aligned to the Corporate Plan Well-being Objectives.	<p>achieving the Annual Delivery Plan 2021/22 commitments as aligned to our Corporate Plan 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>	01446 709 318 <a href="mailto:jarchampong@valeofgla.morgan.gov.uk">jarchampong@valeofgla.morgan.gov.uk</a>	
March	Revenue and Capital Monitoring 1 <sup>st</sup> April 2021 to 31 <sup>st</sup> January 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure for the period.	That Members are aware of the projected revenue outturn.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	

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
April	Homelessness Prevention Strategy 2018 – 2022 Monitoring Report.	Last report in September 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	

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

<b>Report</b>	<b>Responsible Officer and Contact Details</b>	<b>Commentary</b>
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	Presentation given to the Committee in June 2021 around this area. Following this, the Scrutiny Committee recommended that it receive a further update on Digital Inclusion at a later date.
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 MIngram@valeofglamorgan.gov.uk	Report potentially coming to Scrutiny (TBC).
Tablet Loan Scheme	Tony Curliss Operational Manager for Customer Relations 01446 729500 TCurliss@valeofglamorgan.gov.uk  Scott Tandy Cymdeithas Tai Newydd Housing Association 02920 005479	Raised at the H&SC meeting 16 <sup>th</sup> September 2020.

	scott.tandy@newydd.co.uk	
The Capital Programme pilot and its use of alternative sources of heating.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Recommended at the H&SC meeting 14th October 2020.
The Housing Investment Programme.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	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.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	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).	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Recommended at the H&SC meeting 14th October 2020.
Social Enterprise and its impact going forward.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Recommended at the H&SC meeting 14th October 2020.
Presentation - 'Foundational Economy' and the work undertaken around the 21st Century schools project.	Marcus Goldsworthy Head of Regeneration and Planning 01446 704630 MJGoldsworthy@valeofglamorgan.gov.uk	Recommended at the H&SC meeting 14th October 2020.
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.	Last presented in December 2019.

	<a href="mailto:j-griffin@southwales-fire.gov.uk">j-griffin@southwales-fire.gov.uk</a>	
--	--	--

## Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Scrutiny Committees' Draft Annual Report	Cath Lindsey Assistant Democratic Services Officer 01446 709144 <a href="mailto:celindsey@valeofglamorgan.gov.uk">celindsey@valeofglamorgan.gov.uk</a>	TBC
Youth Justice Plan	Paula Barnett YOS Manager 01446 745820 <a href="mailto:PBarnett@valeofglamorgan.gov.uk">PBarnett@valeofglamorgan.gov.uk</a>	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 <a href="mailto:PBarnett@valeofglamorgan.gov.uk">PBarnett@valeofglamorgan.gov.uk</a>	Usually in October each year.
Closure of Accounts	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in July each year.
Initial Capital Programme Budget Proposals	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in December each year.
Initial Revenue Programme Budget Proposals	Laura Davis Finance Support Manager 01446 704639	Usually in December each year.

	LLDavis@valeofglamorgan.gov.uk	
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 01446 450200 DGibbs@valeofglamorgan.gov.uk	Usually in December each year.

## **Biannual Reports**

<b>Report</b>	<b>Responsible Officer and Contact Details</b>	<b>Commentary</b>
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 MIngram@valeofglamorgan.gov.uk; and Deborah Gibbs Principal Community Safety Officer 01446 450200 DGibbs@valeofglamorgan.gov.uk	Usually in April and October each year. Recommended at the H&SC meeting 11 <sup>th</sup> November 2020.

## 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 MIIngram@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.**