

Meeting of:	Homes and Safe Communities Scrutiny Committee
Date of Meeting:	Wednesday, 13 October 2021
Relevant Scrutiny Committee:	Homes and Safe Communities
Report Title:	2 nd Quarter Scrutiny Recommendation Tracking 2021/22 and Updated Committee Forward Work Programme Schedule 2021/22.
Purpose of Report:	To report progress on Scrutiny recommendations and to consider the updated Forward Work Programme together with any slippage for 2021/22.
Report Owner:	Rob Thomas, Managing Director
Responsible Officer:	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"> • The report advises Members of progress in relation to the Scrutiny Committee's historical recommendations and the updated Forward Work Programme Schedule for 2021/22 for the Committee's consideration: <ul style="list-style-type: none"> - 2nd Quarter Recommendation Tracking July to September 2021 (Appendix A); - 1st Quarter Recommendation Tracking April to June 2021 (Appendix B); - 2019-20 Uncompleted Recommendation Tracking (Appendix C); - Updated Committee Forward Work Programme Schedule for 2021/22 (Appendix D). 	

Recommendations

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

Reasons for Recommendations

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

1. Background

- 1.1 An integral part of effective scrutiny is a mechanism for Scrutiny Committees to monitor their recommendations to ensure that desired actions are carried out and where necessary progress is reported back.
- 1.2 The Work Programme Schedule provides a breakdown of reports anticipated to be considered by the Scrutiny Committee over the forthcoming months.

2. Key Issues for Consideration

- 2.1 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 Members are also requested to confirm approval of the updated 2021/22 Work Programme Schedule attached at Appendix D, 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 11th October 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 D) by identifying:
- The specific areas of interest for the Committee;
 - How to engage stakeholders (including Ward Members and the public);
 - The most appropriate forms of scrutiny for each (e.g. 'task and finish', expert witnesses, site visits, joint approaches to scrutiny etc.);
 - The issues where scrutiny can have the most impact and value to be gained from consideration.
- 2.8** Discussions in relation to broadening the Work Programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chairs and Vice-Chairs Group having regard to resource implications and corporate priorities.
- 2.9** In response to the 2019/20 Scrutiny Impact Member Survey, published in February 2020, the Scrutiny Committee Chairs and Vice-Chairs Group on 3rd March, 2021 agreed that Scrutiny Committee Chairs and Cabinet Members were best placed to present the Recommendation Tracking and Forward Work Programme Update Reports at Committee meetings to highlight the fact that both documents were under the Committee's ownership and management.
- 2.10** Published versions of the Forward Work Programme can also be found on the Council's website via the following link:
https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/scrutiny/scrutiny_committees.aspx

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

- 3.1** The Scrutiny Committees have a responsibility to report annually to the Council their future work programmes in the form of a 'Scrutiny Annual Report.' The 2019 – 21 (Covid-19 Extended) Annual Report is scheduled for presentation at the December 2021 Full Council Meeting.
- 3.2** Scrutiny Committee Forward Work Programmes are updated and published by the Council on a quarterly basis which encourages engagement / involvement by the public in the decision-making process.

- 3.3** The Scrutiny Public Participation Guide can be found at <https://www.valeofglamorgan.gov.uk/Documents/Our%20Council/Scrutiny/Guidance/Public-Scrutiny-Booklet.pdf>
- 3.4** The Scrutiny Forward Work Programme provides details of reports and items proposed to be considered by the Committee over the coming Municipal year (May 2021 – April 2022).

4. Resources and Legal Considerations

Financial

- 4.1** None as a direct result of this report.

Employment

- 4.2** None as a direct result of this report.

Legal (Including Equalities)

- 4.3** None as a direct result of this report.

5. Background Papers

[Scrutiny Committee Annual Work Programme.](#)

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

Uncompleted Recommendations

2nd Quarter 2021-22

SCRUTINY RECOMMENDATION TRACKING FORM 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

07 July 2021				
Min. No. 195 – 1st Quarter Scrutiny Recommendation Tracking 2021/22 and Updated Committee Forward Work Programme Schedule 2021/22 (MD) – Recommended	Homes & Safe Communities			
(2) That the action listed as ongoing in Appendix B to the report (18 th September, 2019, Min. No. 299 – Tenant Engagement Strategy – Monitoring Report, Recommendation (2) That the Scrutiny Committee be notified of the next FestiVale in order to attend) be marked as completed.			Action now marked as “Completed”.	Completed
(3) That the Committee’s updated Forward Work Programme Schedule for 2021/22 attached at Appendix C to the report be approved and uploaded to the Council’s website.			Schedule uploaded to the Council’s website.	Completed

Uncompleted Recommendations 1st Quarter 2021-22

Appendix B
April – June 2021

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				
Min. No. 549 – Update on the DAARC Service (Domestic Abuse Assessment and Referral Co-Ordinator) (DEH) – Recommended				
(3) That the DAARC service have greater engagement with support groups concerning domestic abuse.				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

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.			<p>Added to work programme schedule.</p> <p>At the meeting on 15th January, 2020 Committee recommended that this recommendation be shown as ongoing. (Min No 591 refers)</p> <p>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.</p> <p>A report was submitted on this matter to Cabinet on 22nd March, 2021. (Min No C533 refers)</p> <p>This was referred to the Committee for their consideration on 14th 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 12th 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.</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>[2] That the proposed feasibility work would undertake the exploration of alternative emergency access at the current Gypsy and Traveller site.</p> <p>[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 and Community Safety.	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. 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.	Deborah Gibbs Community Safety and Partnership Team Manager 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 12th May 2021 (Min No. 26)
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.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk; and Deborah Gibbs	Moved from April to May's Committee meeting due to the Gypsy and Traveller update.

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				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 with other statutory partners to formulate and implement strategies to tackle local crime and disorder in the area.	Principal Community Safety Officer 01446 450200 DGibbs@valeofglamorgan.gov.uk	Presented to Committee on 12th May 2021 (Min No. 27) ** A follow up report to be provided on a six-monthly basis – November 2021**
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. 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 12th May 2021 (Min No. 28)
May	Presentation: Vale of Glamorgan's Housing Advice	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	Presented to Committee on 12 th May 2021 (see Housing and Pobl)

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
	Hub/One Stop Shop.				MIngram@valeofglamorgan.gov.uk	slides; Min No. 25)
June	Presentation 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 enable Members of the Committee to consider and provide feedback on this work.	Tony Curliss Operational Manager for Customer Relations 01446 729500 TCurliss@valeofglamorgan.gov.uk	Originally, planned as a report, but it was decided to provide a presentation to the Committee on the 9th June 2021 instead (Min No. 93)
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.	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 to October, then December, 2021.

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June	Housing Trading Account update.	Recommendation from the Working Towards Recovery presentation at the meeting on 16th September 2020.	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 review still ongoing it has now slipped to November 2021.
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	This has slipped to September, then October, 2021 due to the previous report only being presented to the Committee in April 2021

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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	The following constituent parts of the report have been slipped to two separate dates: Tenant Engagement to go Committee in September 2021; the others to go to Committee in November 2021. Due to consultation, Cabinet approval, etc.
June	Shared Regulatory Services Business Plan.	Last report in November 2019.	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

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						Business Plan for consideration. Presented to the Committee on the 9th June 2021 (see report and slides ; Min No. 94)
June	Update on the Task and Finish Group for Housing and Homelessness Provision within the Vale of Glamorgan	Follow up to report in February 2021.	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 9th June 2021 (Min No. 95)
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 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	Presented to the Committee on 7th July 2021 (Min No. 192)
July	Closure of Accounts 2020/21.	Last report in July 2019	The accounts are complete and this report is to inform Scrutiny	Members aware of the provisional financial	Laura Davis Finance Support Manager 01446 704639	Not received in 2020 due to Covid.

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			Committee of the provisional financial position for this Committee for the 2020/21 financial year.	position and actions that have been taken. To approve the report and the financial measures taken and proposed.	LLDavis@valeofglamorgan.gov.uk	Presented to the Committee on 7th July 2021 (Min No. 193)
July	Annual Corporate Safeguarding Report. (Reference from Cabinet)	Last report in December 2020	To update Cabinet and Scrutiny Committees on the work that has been undertaken in relation to Corporate arrangements for Safeguarding 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 MIIngram@valeofglamorgan.gov.uk	Slipped from June to July 2021 due to a delay in it being presented to Cabinet. Presented to the Committee on 7th July 2021 (Min No. 191)
July	Annual Delivery Plan Monitoring Report: Quarter 4 Performance 2020/21 (End of Year 2020/21 Performance Report)	Last report in July 2019	To present end of year (quarter 4) performance results for the period 1 st April 2020 to 31 st March 2021 in delivering our Annual Delivery Plan commitments as aligned	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	Julia Archampong Corporate Performance Manager 01446 709318 jarchampong@valeofglamorgan.gov.uk	Not received in 2020 due to Covid. Presented to the Committee on 7th July

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			to our Corporate Plan Well-being Objectives.	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 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.		2021 (Min No. 194)
July	1st Quarter Scrutiny Recommendation	Last Quarter 4 report in May 2021.	To report progress on Scrutiny recommendations and to	To maintain effective tracking of the	Mark Thomas Democratic and Scrutiny Services Officer	Presented to the Committee on 7th July

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	Tracking 2021/22 and Updated Committee Forward Work Programme Schedule 2021/22.		consider the updated Forward Work Programme together with any slippage for 2021/22.	Committee's recommendations.	01446 709279 methomas@valeofglamorgan.gov.uk	2021 (Min No. 195)
July	Youth Offending Service: Youth Justice Plan (to incorporate Youth Offending Service (YOS) Action Plan).	Last 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	Report moved from July's to October's Committee meeting (recommended by the Committee in the 12 th May 2021 meeting, Min No. 28 refers).
August	R E C E S S					

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
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. Slipped to October, then December 2021 meeting.
September	Interim report on the development of the new Tenant and Leaseholder Engagement Strategy.	Last report in March 2021 (Interim Report)	To examine progress to date and emerging themes from the review of Tenant and Leaseholder Engagement.	To ensure that the review of current mechanisms and engagement work is robust, 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.	Farida Aslam Senior Neighbourhood Manager 02920673095 faslam@valeofglamorgan.gov.uk	Moved from June 2021 to September 2021 due to consultation, Cabinet approval, etc Presented to the Committee on 15th September 2021 (Min No. TBC).
September	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	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	This has now slipped to October 2021.

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			Prevention Strategy and Action Plan.	driving service improvements.	MIngram@valeofglamorgan.gov.uk	
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. This has slipped to October, then November 2021.
September	Annual Delivery Plan Monitoring Report: Quarter 1 Performance 2021/22.	Last report in September 2020.	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 the lives of Vale of Glamorgan citizens. To ensure the Council is effectively assessing its performance in line with the requirement to secure	Julia Archampong Corporate Performance Manager 01446 709318 jarchampong@valeofglamorgan.gov.uk	Moved forward to September's meeting. Presented to the Committee on 15th September 2021 . (Min No. TBC).

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				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.		
September	Enforced Sale Policy.	Reference from Cabinet (19th July, 2021 Min C638).	To present the proposed Enforced Sale Policy and Equality Impact Assessment for consideration and to make recommendations for the next Steps.	To allow consideration of the matter by the relevant Scrutiny Committees prior to any final decisions being taken.	David Williams Principal Regeneration Officer 01446 704753 DCWilliams@valeofglamorgan.gov.uk	Presented to the Committee on 15th September 2021 (Min No. TBC).
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	Added to the Agenda for October 2021.
October	Annual Delivery Plan Monitoring Report: Quarter 1	See September 2021.	To present Quarter 1 performance results for	To ensure the Council clearly demonstrates the progress being made	Julia Archampong Corporate Performance Manager	Moved forward to September's meeting.

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	Performance 2021/22.		the Corporate Plan Well-being Outcomes.	<p>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>	01446 709318 jarchampong@valeofglamorgan.gov.uk	Presented to the Committee on 15th September 2021 . (Min No. TBC).
October	2 nd Quarter Scrutiny Decision Tracking of Recommendations	1st Quarter received July 2021 .	To report progress on the Scrutiny recommendations [Jul, Sept] and to confirm the	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279	Added to the agenda for October 2021.

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	and Updated Work Programme Schedule 2021/22.		Committee's work programme for 2021/22.		methomas@valeofglamorgan.gov.uk	
October	Youth Offending Service: 12 Month Performance Report for the period April 2020 – March 2021.	Last report in October 2019.	To inform Scrutiny Committee about the performance of the Youth Offending Service during the period April 2020 – March 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	Added to the agenda for October 2021.
October	Youth Offending Service: Youth Justice Plan updated July 2021.	Last 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. Report moved from July's to October's Committee meeting

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						(recommended by the Committee in the 12 th May 2021 meeting). Added to the agenda for October 2021.
October	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 and regeneration work, the report has now been slipped to December 2021.
October	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	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	Not received in 2020 due to Covid.

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			for the Civil Protection Unit.		DASpargo@valeofglamorgan.gov.uk	This has now slipped to December 2021 due to urgent civil protection work.
October	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	This has now slipped to October 2021 (from September 2021). Added to the agenda for October 2021.
October	Council Housing Investment Update / Housing Investment Programme 2021 – 2022 (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. This has now slipped to 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
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 Disorder Act 1998 to work with other statutory partners to formulate and implement strategies to tackle local crime and disorder in the area.	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	
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	

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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	
November	Housing Trading Account update.	Recommendation from the Working Towards Recovery presentation at the meeting on 16th September 2020.	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	Moved from January 2021 to November 2021 due to review on this.
November	Housing Strategies Update Report.	Last report in December 2020.	To note the updates and progress on several of the Council's housing strategies such as Customer Services and	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,

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
			Environmental and Neighbourhoods.			Cabinet approval, etc.
November	Council Housing Investment Update / Housing Investment Programme 2021 – 2022 (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. This has now slipped to November 2021 (from October 2021).
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	

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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	
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 September 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	Julia Archampong Corporate Performance Manager 01446 709318 jarchampong@valeofglamorgan.gov.uk	

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				<p>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>		
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.	<p>To provide Scrutiny with the information needed to exercise oversight of the DAARC service within Community Safety.</p> <p>To ensure Members are aware of recent</p>	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk; and Deborah Gibbs	

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				developments in the DAARC service.	Principal Community Safety Officer 01446 450200 DGibbs@valeofglamorgan.gov.uk	
December	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 and regeneration work, the report has now been slipped to December 2021 (from October 2021).
December	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. This has now slipped to December 2021 due to urgent civil

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
						protection work (from October 2021).
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	Nick Jones, Housing and Strategic Projects Team Leader 02920673252	

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				place to help to mitigate any adverse impact on Council housing tenants and the Council.	njones@valeofglamorgan.gov.uk	
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 September 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	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 scott.tandy@newydd.co.uk	Raised at the H&SC meeting 16 th September 2020.
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	Mike Ingram Head of Housing and Building Services 01446 709516	Recommended at the H&SC meeting 14th October 2020.

service models (such as the 'Hub' on Holton Road).	MIngram@valeofglamorgan.gov.uk	
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.
Possible report on new building housing guidance.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Suggestion from MI at catch up (19 th August 2021).
Possible update / report on homelessness position.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Suggestion from MI at catch up (19 th August 2021).
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 Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in July each year.
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 01446 450200 DGibbs@valeofglamorgan.gov.uk	Usually in December each year.

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 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 th 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 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.