

Meeting of:	Homes and Safe Communities Scrutiny Committee
Date of Meeting:	Wednesday, 11 October 2023
Relevant Scrutiny Committee:	Homes and Safe Communities
Report Title:	1 st & 2 nd Quarter Scrutiny Recommendation Tracking 2023/24 and Updated Committee Forward Work Programme Schedule 2023/24.
Purpose of Report:	To report progress on Scrutiny recommendations and to consider the updated Forward Work Programme together with any slippage for 2023/24.
Report Owner:	Tom Bowring, Director of Corporate Resources.
Responsible Officer:	Mark Thomas, Democratic and Scrutiny Services Officer.
Elected Member and Officer Consultation:	None.
Policy Framework:	This report is in accordance with the recommendations of the Audit Wales (formerly Wales Audit Office) Democratic Renewal report and acknowledges the recommendations of the review of the Council's scrutiny function.
<p>Executive Summary:</p> <p>The report advises Members of progress in relation to the Scrutiny Committee's historical recommendations and the updated Forward Work Programme Schedule for 2023/24:</p> <ul style="list-style-type: none"> - 2019-20 Uncompleted (Appendix A); - 2021-22 Uncompleted (Appendix B); - 1st Quarter Recommendation Tracking Apr to June 2023 (Appendix C); - 2nd Quarter Recommendation Tracking July to September 2023 (Appendix D); - Updated Forward Work Programme Schedule for 2023/24 (Appendix E). 	

Recommendations

1. That the status of the actions listed in Appendices A to D to the report be agreed.
2. That the updated Forward Work Programme Schedule for 2023/24 attached at Appendix E be approved and uploaded to the Council's website.

Reasons for Recommendations

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

1. Background

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

2. Key Issues for Consideration

- 2.1 Appendices A to D, as attached to this report, set out the previous recommendations of the Scrutiny Committee and Members are requested to review progress against each recommendation, to assess whether further action may be required, ensure the required action is undertaken and to confirm which recommendations are to be agreed as completed.
- 2.2 It is important that Scrutiny Committee recommendations are tracked and monitored as failure to do so could result in a risk that recommended courses of action will not be followed and consequently lost. This would undermine the credibility of the scrutiny process.
- 2.3 The Work Programme has been aligned to the Quarterly Cabinet Forward Work Programme (FWP) July to September 2023 and October to December 2023 as scheduled for consideration by Cabinet on 5th October, 2023.
- 2.4 Members are also requested to confirm approval of the updated Scrutiny Committee Work Programme Schedule attached at Appendix E, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances. The schedule includes notes on reports that have been subject to slippage during this period.
- 2.5 The Scrutiny and Cabinet Roles and Responsibilities Protocol Point 7.6 states *“It is essential that the Cabinet Work Programme is taken into account when Scrutiny Committees are drawing up their own Work Programmes and also details reports that have been requested by the Scrutiny Committee together with items that require regular monitoring and scrutiny”*. Other reports will be added to the schedule as and when necessity arises. The schedule will also detail “Requests

for Consideration” that have been received and the consideration given by officers of the likely date they can be reported to the relevant Committee.

- 2.6** With regard to Call-in Requests that are made following decisions of Cabinet, as these are required to be dealt with within 20 working days of a Cabinet decision (as per the Council's Constitution), they will be included within the Programme as and when received.
- 2.7** In response to an Audit Wales (formerly Wales Audit Office) review into Scrutiny, the Council has aimed to deliver an annual scrutiny-driven issues planning process for each Scrutiny Committee. The Committee is therefore asked to consider its Forward Work Programme (attached at Appendix E) by identifying:
- Specific areas of interest for the Committee;
 - How to engage stakeholders (including Ward Members and the public);
 - The most appropriate forms of scrutiny for each (e.g. 'task and finish', expert witnesses, site visits, etc.);
 - The issues where scrutiny can have the most impact and value to be gained from consideration.
- 2.8** The Scrutiny FWP's should provide a clear rationale as to why particular issues have been selected; be outcome focused; ensure that the method of scrutiny is best suited to the topic area and the outcome desired; align Scrutiny Programmes with the Council's performance management, self-evaluation and improvement arrangements as well as having regard to Council resources.
- During the year there may be a number of ways in which additional issues can be considered for inclusion in the Scrutiny Work Programme with topics coming from a number of sources such as:
 - Individual Councillors, Performance or budget monitoring information;
 - Inspection reports;
 - Referrals from Council (such as Notices of Motion), Cabinet/Audit or other Scrutiny Committees;
 - Service users;
 - Monitoring the implementation of recommendations previously made by the Committee; and
 - Residents of the Vale of Glamorgan.
- 2.9** The Scrutiny Work Programme is a rolling programme and the results of the Annual Scrutiny Impact Survey will also be analysed by both Democratic Services and the Scrutiny Committee Chairs and Vice-Chairs Group and findings considered to assist with Work Programme planning. On 5th September 2023, the Scrutiny Committee Chairs and Vice-Chairs Group considered the results of the 2023 Scrutiny Impact Survey and subsequently endorsed 30 action points for implementation. Progress on these will points will be monitored by the Group going forward.
- 2.10** A re-launch of the [Scrutiny topic suggestion form](#) that exists on the Council's website for residents will also be undertaken to assist with the Work Programme planning of topics for Task and Finish work for consideration by Scrutiny Committees.

- 2.11** All topics for Task and Finish work will be taken to the Scrutiny Committee Chairs and Vice-Chairs Group to be prioritised in line with Corporate Objectives in compliance with Council policy; consideration of the need for changes to policy and/or practice; and in seeking continuous Improvement. To date there has also been good discussion with the Scrutiny Committee Chairs and Vice-Chairs Group on techniques that can be used and experience shared with a view to improving Scrutiny.
- 2.12** Further discussions in relation to broadening the Work Programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chairs and Vice-Chairs Group having regard to resource implications and corporate priorities. The next meeting of the Group is scheduled for Tuesday, 28th November, 2023.
- 2.13** It is also suggested that at Agenda Conferences with Chairs and Vice-Chairs of Scrutiny Committees, management of the Committees' Work Programmes will be included as a standing item on the agendas for consideration and discussion.
- 2.14** The action outlined in the Scrutiny and Cabinet Protocol agreed by Cabinet in 2021 is to be relaunched i.e. Specific meetings with Cabinet Portfolio Holders to be arranged with Scrutiny Chairs and Vice-Chairs on a regular basis and on a biannual basis the Leader, Deputy Leader, Cabinet Members and Scrutiny Chairs and Vice-Chairs to meet to allow both the Cabinet and Scrutiny Forward Work Programmes to be developed and agreed and for discussions to take place having regard to Council priorities. [21-05-12 - Scrutiny and Cabinet Roles and Responsibilities - Cabinet Approved Version \(valeofglamorgan.gov.uk\)](#).
- 2.15** At the meeting of the Committee on 17th May 2023 regarding the 4th Quarter Scrutiny Recommendation Tracking 2022/23 and Proposed Annual Forward Work Programme Schedule 2023/24 (minute no. 34 refers), the Vice-Chair queried if the background paper concerning the Scrutiny and Cabinet Roles and Responsibilities document from 2017 was still fit for purpose. It was subsequently established that this was an upload error, with this document having been updated in 2021. The relevant updated document / link has now been added to the report (please see paragraph 2.14).
- 2.16** It is further suggested to assist Members following the Member Induction Programme that a workshop be held regarding the tools to support effective Scrutiny roles and the responsibilities as set out in the Council's Constitution (Elected Members and in their Roles as Chairs / Vice-Chairs and Members of Scrutiny Committees). This to also include the re-launch of the Scrutiny and Cabinet Roles and Responsibilities Protocol approved by Cabinet on 21st May, 2021 and as referred to above in paragraph 2.14.
- 2.17** Scrutiny Members may also wish to take part in further questioning skills training to be arranged.
- 2.18** In response to the 2019/20 Scrutiny Impact Member Survey, published in February 2020, the Scrutiny Committee Chairs and Vice-Chairs Group on 3rd March, 2021 agreed that Scrutiny Committee Chairs and Cabinet Members were best placed to present the Recommendation Tracking and Forward Work

Programme Update Reports at Committee meetings to highlight the fact that both documents were under the Committee's ownership and management.

- 2.19 Published versions of the FWP 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 2022-23 Annual Report was presented to Full Council and subsequently noted at its 25th September, 2023 meeting.
- 3.2 Scrutiny Committee FWPs are published by the Council on a quarterly basis which encourages engagement / involvement by the public in the decision-making process.
- 3.3 The Scrutiny Public Participation Guide can be found at <https://www.valeofglamorgan.gov.uk/Documents/Our%20Council/Scrutiny/Guidance/Public-Scrutiny-Booklet.pdf>
- 3.4 The Scrutiny FWP provides details of reports and items proposed to be considered by the Committee over the coming Municipal year (May 2023 – April 2024).

4. Climate Change and Nature Implications

- 4.1 None as a direct result of this report.

5. Resources and Legal Considerations

Financial

- 5.1 None as a direct result of this report.

Employment

- 5.2 None as a direct result of this report.

Legal (Including Equalities)

- 5.3 None as a direct result of this report.

6. Background Papers

[Q4 Tracking 2022/23.](#)

[Scrutiny Committees Annual Report May 2022 – April 2023.](#)

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

[Cabinet Annual Strategic Forward Work Programme](#) May 2023 to April 2024 and Cabinet Quarterly Work Programmes – July to September 2023 and October to December 2023.

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>At the meeting held on 13th October 2021, Committee were informed that Officers within Planning and Property Services continued to try and source alternative land / sites with the related work on options, feasibility or appraisals having been delayed due to housing pressures resulting from the pandemic, but work would be progressing on this in the future. The Council was also required to undertake a new Gypsy / Traveller Assessment for the WG by February 2022, this survey to be undertaken by consultants in conjunction with the relevant internal steering group and stakeholders (such as the Police, Gypsy and Traveller Community and Education services) as well as with Elected Members (to be consulted individually and collectively).</p> <p>To be kept as 'ongoing' until further reporting and resolution of this matter is brought to the Committee's attention.</p> <p>At the meeting held on 15th June 2022, the Head of Housing and Building Services updated the Committee on the recommendations concerning the report identifying an appropriate housing solution for the Traveller community. He explained that these were still ongoing, and a new, draft, Gypsy / Traveller Assessment had been commissioned and shared with Welsh Government as well as going through officer consideration. Officers continued to seek</p>	

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>alternative sites which would now be informed through the review of the Local Development Plan as well. A finalised version of the report / assessment would come back to the Committee to consider in due course. (Min. No. 67 refers)</p> <p>At its meeting on 5th October 2022, Committee was advised that work on finding alternative sites was still ongoing, with the Gypsy and Traveller Accommodation Assessment to come forward over the next few months. (Min No. 303 refers)</p> <p>Cabinet, at its meeting on 19th January, 2023, resolved [2] That the report and the Gypsy Traveller Accommodation Assessment be referred to the Homes and Safe Communities Scrutiny Committee for consideration and agrees to submit the Gypsy and Traveller Accommodation Assessment, 2022 to Welsh Government. (Min No C199 refers)</p> <p>Subsequently, at its meeting on 8th February, 2023, Committee recommended that the report and the Gypsy Traveller Accommodation Assessment be noted and that the Gypsy and Traveller Accommodation Assessment be submitted to Welsh Government. (Min No. 692 refers)</p> <p>Following discussions with Housing and Building Service Officers on 15th August, 2023, they are currently awaiting a response from Welsh Government regarding the Gypsy and Traveller Accommodation Assessment that was submitted to</p>	

Uncompleted Recommendations

2019-20

Apr 2019 – Mar 2020

SCRUTINY DECISION TRACKING FORM HOMES AND SAFE COMMUNITIES SCRUTINY COMMITTEE

Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
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			them by the Council. Further updates will be provided once the Welsh Government has responded.	
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Uncompleted Recommendations

2021-22

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.			<p>At the meeting held on 13th October 2021, Committee were informed that greater engagement with peer / support groups had been provisionally discussed with the Domestic and Sexual Abuse Co-ordinator and the Principal Community Safety Officer from the Community Safety Team and this was an area that the service would continue to support and develop. (Min. No. 467 refers)</p> <p>Due to the impact of Covid -19 this work was delayed due to the overriding priority of keeping victims safe and the difficulties in meeting with victims. Officers have met with the Chief Executive of Atal y Fro (domestic abuse provider of services in the Vale) to discuss the priority and it has been agreed that the scoping work will take place in the Autumn of 2022.</p> <p>At the meeting held on 15th June 2022, Committee were informed that the recommendation for the Update on the DAARC Service (Domestic Abuse Assessment and Referral Co-ordinator) was ongoing due to the impact of Covid-19, whereby this work was delayed due to the overriding priority of keeping victims safe and the difficulties in meeting with victims. Officers had met with the Chief Executive of Atal y Fro (the domestic abuse provider of services in the Vale) to discuss the priority and it has been agreed that the scoping work will take place in the Autumn of 2022. (Min. No. 67 refers)</p>	Ongoing

Uncompleted Recommendations

1st Quarter 2023-24

Appendix C
Apr – Jun 2023

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

19 April 2023

Min. No. 907 – Presentation: CCTV Update – Recommended	Homes & Safe Communities			
(2) That the presentation be referred to the next meeting of the Community Liaison Committee for their information			Community Liaison Committee meeting, at its meeting held on 6 th July, 2023 agreed that both the Committee reference and appended PowerPoint presentation be noted. (Min. No. 170 refers)	Completed
Min. No. 908 – Youth Offending Service: Mid-Year Performance Report (DSS) – Recommended	Homes & Safe Communities			
(2) That the report be shared with all Elected Members of the Vale of Glamorgan Council.			Report emailed to all Members and uploaded to MemberNet on 19 th May, 2023.	Completed

17 May 2023

Min. No. 32 – Presentation: Her Voice Wales – Recommended	Homes & Safe Communities			
(1) That the presentation be referred to the Environment and Regeneration and Learning and Culture Scrutiny Committees for their consideration.			Emailed to all Members on 7 th June, 2023.	Completed
(2) That the presentation be shared with other relevant bodies, i.e. the Vale of Glamorgan Community Safety Partnership, as well with the Vale of Glamorgan Council Rural Champion.			Emailed to all relevant bodies on 7 th June, 2023.	Completed
(3) That Officers explore options around the possible creation of “Safe Spaces” across the Vale of Glamorgan and to provide a report on this when practicable.			Added to Committee’s forward work programme schedule.	Completed
(4) That the original report from Her Voice Wales be shared with all Elected Members of the Vale of Glamorgan Council.			Original report emailed to all Members of the Vale of Glamorgan Council on 29 th June, 2023.	Completed

Uncompleted Recommendations

1st Quarter 2023-24

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
Min. No. 33 – Vale of Glamorgan Rapid Rehousing Plan (REF) – Recommended	Homes & Safe Communities			
(1) That the following comments be reported back to Cabinet as part of their consideration of the report, prior to the final submission of the Rapid Rehousing Plan to Welsh Government: <ul style="list-style-type: none"> The report and Plan should provide a more explicit reassurance that any decision to remove or revise the age designation on selected Council owned accommodation and housing would be made on a case-by-case basis, as well as taking into account the needs of existing residents. The report and Plan should provide a greater recognition that if consideration was given to suspending the Homes4U policy, that this should take into account the needs of those who were currently on the waiting list. 			Cabinet, at its meeting on 25 th May, 2023, noted the views and comments raised by the Scrutiny Committee. (Min. No. C15 refers)	Completed
(2) That the Committee receives regular updates on the work being undertaken as part of the Rapid Rehousing Plan.			Added to the Committee's Forward Work Programme schedule.	Completed
Min. No. 34 – 4th Quarter Scrutiny Recommendation Tracking 2022/23 And Proposed Annual Forward Work Programme Schedule 2023/24 (DCR) – Recommended	Homes & Safe Communities			
(3) That the Committee's proposed Forward Work Programme Schedule for 2023/24 attached at Appendix E to the report be approved and uploaded to the Council's website, subject to the following amendment being made: <ul style="list-style-type: none"> That the relevant hyperlinks be added to those previous historic reports and presentations cited in the 'Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents' column of the Forward Work Programme Schedule. 			Amended Annual Forward Work Programme uploaded to the Council's website.	Completed

Uncompleted Recommendations

1st Quarter 2023-24

Apr – Jun 2023

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 June 2023

Min. No. 121 – Shared Regulatory Services Business Plan (DEH) – Recommended	Homes & Safe Communities			
<p>(1) That, following its consideration by the Committee, the following comments be included as part of the consultation on the draft Shared Regulatory Services Business Plan for 2023/24, prior to the Plan's submission to the Shared Regulatory Services Joint Committee:</p> <ul style="list-style-type: none"> The Plan should identify the need for a clear process through which any significant reprioritisation of services undertaken by Shared Regulatory Services would be decided by the partner Councils. In the context of ongoing cost pressures, such as those resulting from the cost-of-living crisis, consideration should be given as to how such a reprioritisation exercise would be communicated and consulted upon, as part of the process through which a final decision was made. The Plan should also look at how Shared Regulatory Services could engage with Elected Members more regarding areas of concern and safeguarding for the public, such as rogue traders, scams, illegal money lending and doorstep crime. 			The Democratic and Scrutiny Services Officer provided a verbal summary of this recommendation to the Shared Regulatory Services Joint Committee at its meeting on 21 st June, 2023.	Completed
<p>(2) That the Committee identified the private rental sector and how it could help to offer affordable, healthy, energy efficient and secure properties across the Vale of Glamorgan, as part of supporting the Vale of Glamorgan Council to tackle the current housing crisis and discharge its statutory duties around housing, as an area that could be reviewed by the Committee in future and consideration be given to setting up a Task and Finish Working Group in order to achieve this.</p>			<p>Scrutiny Committee Chairs and Vice-Chairs Group, at its meeting on 5th September, 2023 discussed proposed Task and Finish work.</p> <p>Several topics for Task and Finish work (including this one) have been taken to the Scrutiny Chairs and Vice-Chairs Group to be prioritised in line with Corporate Objectives in compliance with Council policy; consideration of the need for changes to policy and/or practice; and in seeking continuous</p>	Completed

Uncompleted Recommendations

1st Quarter 2023-24

Appendix C
Apr – Jun 2023

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
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			Improvement. Currently this topic will follow those Task and Finish topics provided by Corporate Performance and Resources and Environment and Regeneration	
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Uncompleted Recommendations

2nd Quarter 2023/24

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

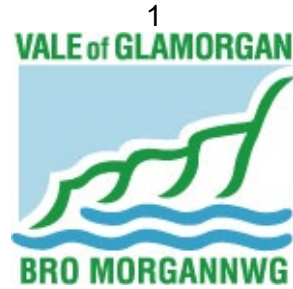
13 September 2023				
Min. No. – Draft Vale of Glamorgan Council Annual Self-Assessment 2022/23 (REF) – Recommended	Homes & Safe Communities			
<p>That the following comments of the Homes and Safe Communities Scrutiny Committee be passed to Cabinet:</p> <ul style="list-style-type: none"> To consider producing a “bite size” version of the report, in order to provide a shorter version for Elected Members and residents. This would build upon and enhance the “easy read” aspect of the document already in place. As part of the introduction to the report, it should clearly outline that it will be addressing those areas and services that the Council said it would do, as well as highlight the Council’s need to prioritise essential services, particularly those for the most vulnerable in the Vale of Glamorgan. It was important to highlight the Council’s achievements, particularly in terms of those areas and services which it had said it would do. Consideration should also be given to include a statement around the Council’s ambitions and aspirations, but this needed to be coupled with the inclusion of a realistic, honest and sober assessment of the current challenges and pressures that the Council faced in providing services, such as the impact caused by the cost of living crisis. It was important to encourage Vale of Glamorgan residents to participate and engage in the self-assessment process, and to ensure the Council was a “listening Council” with the emphasis on wanting to hear from residents about the issues and services that mattered to them, as well as where they felt resources should be focussed. As part of this, it was vital for the Council to communicate to the public 			To be referred to the Cabinet meeting on 19 th October, 2023.	Ongoing

Uncompleted Recommendations

2nd Quarter 2023/24

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
<p>about the services it provided and what it could and could not do due to the current economic and other pressures that it faced. This would help to ensure that the Council could manage residents' expectations on the services and other areas of support that they expected the Council to provide.</p> <ul style="list-style-type: none"> To look to ensuring that the report and the means of engagement with the self-assessment process itself were provided in as many different formats as possible, which would enable greater accessibility and engagement with the residents of the Vale of Glamorgan in this process. 				



Vale of Glamorgan Council

Homes and Safe Communities Scrutiny Committee

Forward Work Programme

May 2023 – April 2024

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
May 2023	4th Quarter Scrutiny Recommendation Tracking 2022/23 and Proposed Annual Forward Work Programme Schedule 2023/24.	Last report February 2023 .	To report progress on the Scrutiny recommendations [Jan, Feb, Mar] and to confirm the Committee's work programme for 2023/24.	To maintain effective tracking of the Committee's recommendations and Work Programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Presented to Committee on 17 May 2023 (Min No. 34).
May 2023	Vale of Glamorgan Rapid Rehousing Plan.	Cabinet Forward Work Programme Item.	The report seeks approval of the Vale of Glamorgan Rapid Rehousing Plan.	To allow the Scrutiny Committee to consider the Plan.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Presented to Committee on 17 May 2023 (Min No. 33).
May 2023	Presentation – Her Voice Wales.	New presentation; following a recent presentation on this subject elsewhere.	To raise awareness around the work undertaken by the Her Voice Wales group around gender inequality and greater empowerment.	For Members' consideration and comment.	Alexandra Thomas Senior Youth Engagement Worker in Participation alexthomas@valeofglamorgan.gov.uk	Presented to Committee on 17 May 2023 (Min No. 32).

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 2023	Shared Regulatory Services Business Plan.	Last report in June 2022	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 draft SRS Business Plan.	Helen Picton Shared Regulatory Services hpicton@valeofglamorgan.gov.uk	Presented to Committee on 14 June 2023 (Min No. 121). (See also the appendix here and presentation here).
June 2023	Annual Performance Calendar 2023/24	Last report in September 2022	To present the Vale of Glamorgan Annual Performance Calendar for 2023/24, which outlines the key plans/reports that will be subject to consideration by members throughout the year.	To ensure all Scrutiny Committees and the Governance and Audit Committee (Section 114 of the Local Government & Elections (Wales) Act 2021) have oversight of the Annual Performance	Julia Archampong Corporate Performance Manager 01446 709318 jarchampong@valeofglamorgan.gov.uk	Presented to Committee on 14 June 2023 (Min No. 120).

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
				Calendar and their views inform the Council's approach		
July 2023	Closure of Accounts 2022/23	Last report in September 2022	The accounts are complete, and this report is to inform Scrutiny of the provisional financial position of the Council for the previous financial year.	To inform Committee of the outturn, the financial measures taken and proposed, as well as the allocation of the 2022/23 surplus to support the delivery of schemes supporting key priorities identified by the Council.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Presented to Committee on 12 July 2023 (Min No. 188).
July 2023	Capital Closure of Accounts 2022/23	Last report in September 2022	The accounts are complete, and this report is to inform Scrutiny of the provisional financial position of the	Members aware of the provisional financial position and actions that have been taken.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Presented to Committee on 12 July 2023 (Min No. 189).

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
			Council's Capital Programme for the previous financial year.			
July 2023	Corporate Safeguarding Annual Report	Cabinet Forward Work Programme Item.	To update Cabinet 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 and be assured of effective safeguarding taking place.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	To be slipped to the Committee meeting in September 2023. Awaiting review at September's meeting of Cabinet in order for the report to be referred on to Scrutiny.

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
July 2023	Annual Delivery Plan Monitoring Report: Quarter 4 Performance 2022/23	Last report in July 2022	To present end of year (quarter 4) performance results for the period 1st April 2022 to 31st March 2023 in delivering the Annual Delivery Plan commitments as aligned to the Corporate Plan Well-being Objectives.	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan 2022/23 and meet its performance requirements as outlined in the Local Government & Elections (Wales) Act 2021 and reflecting the requirement of the Wellbeing of Future Generations (Wales) Act 2015.	Julia Archampong Corporate Performance Manager 01446 709318 jarchampong@valeofglamorgan.gov.uk	Presented to Committee on 12 July 2023 (Min No. 190).

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
July 2023	1 st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule.	Last municipal year 4 th Quarter received May 2023 .	To report progress on Scrutiny recommendations [Apr,May,June] and to consider the updated Forward Work Programme together with any slippage.	To maintain effective tracking of the Committee's recommendations and publication of the update work programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	To be slipped to the Committee meeting in October 2023 (combined 1 st and 2 nd Quarter report).
AUGUST RECESS – NO MEETINGS						
September 2023	STAR Survey	Last presented at January 2021 meeting .	To update Members on the results of the STAR survey.	For Members consideration and comment.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	To be slipped to the Committee meeting in October 2023; the report was in the process of being drafted and completed.

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 2023	Draft Vale of Glamorgan Annual Self-Assessment Report 2022/23	Reference from Cabinet.	Seeking members views.	To ensure all Scrutiny Committees and the Governance and Audit Committee (as per section 114 of the Local Government & Elections (Wales) Act 2021) had oversight of the Draft Vale of Glamorgan Annual Self-Assessment report 2022/23 and their views informed the Council's approach to meeting the new performance requirements.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Presented to Committee on 13 September 2023 (Min No. TBC). Reference from Cabinet is also here .

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 2023	Annual Delivery Plan Monitoring Report: Quarter 1 Performance 2023/24	Last report in September 2022 .	To present quarter 1 performance results for the period 1 st April 2023 to 30 th June 2023 for the Corporate Plan.	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Presented to Committee on 13 September 2023 (Min No. TBC).
September 2023	Quarter 1 Revenue Monitoring 2023/24	Last report in July 2022 .	To advise Committee of the Quarter 1 Revenue Monitoring position for 2023/24.	That the position with regard to the Authority's 2023/24 Revenue Budget be noted. That Members note the virements included as part of this report as set out in Table 1.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Presented to Committee on 13 September 2023 (Min No. TBC). The presentation can be found here .
September 2023	Capital Monitoring for the period 1st April to 30th June, 2023	Last report in July 2022	To advise Committee of the progress on the 2023/24 Capital Programme for	To advise Committee of the progress on the Capital Programme within the	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Presented to Committee on 13 September 2023 (Min

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
			the period 1st April, 2023 to 30th June, 2023 within their remit.	remit of the Committee and actions taken.		No. TBC). The presentation can be found here .
September 2023	Annual Corporate Safeguarding Report: 2022/23	Cabinet Forward Work Programme Item.	To update the Committee 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 and be assured of effective safeguarding taking place (including those areas in the Committee's remit).	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Presented to Committee on 13 September 2023 (Min No. TBC). Reference from Cabinet is also here .

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 2023	Financial Strategy 2024/25	Reference from Cabinet.	To review the financial pressures over the medium term and put in place a strategy for delivering the 2024/25 budget and sustainable finances over the medium term.	For the report be referred to all of the Council's Scrutiny Committees and for Committees to review the Financial Strategy (including the proposed approach to defining and developing the next iteration of the Reshaping Programme) and assumptions made on costs and funding in the Medium Term Financial Plan refresh and for comments to be referred back to Cabinet for consideration.	Gemma Jones Operational Manager – Accountancy 01446 709152 GHJones@valeofglamorgan.gov.uk	Presented to Committee on 13 September 2023 (Min No. TBC). The presentation can be found here .

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 2023	Draft Capital Strategy 2024/25 and Initial Capital Programme Proposals 2024/25 to 2028/29	Reference from Cabinet.	For consultation and scrutiny by Committee following Cabinet review.	In order for Members to be appraised of the initial status of the Capital Programme for 2024/25 to 2028/29 and overall Strategy.	Gemma Jones Operational Manager – Accountancy 01446 709152 GHJones@valeofglamorgan.gov.uk	Presented to Committee on 13 September 2023 (Min No. TBC). The presentation can be found here .
October 2023	Annual Update - Tenant & Leaseholder Participation Strategy	New report; previously report related to the Tenant & Leaseholder Participation Strategy 2021 – 2026 in January 2022 .	To consider the update on the Tenant & Leaseholder Participation Strategy 2021 - 2026.	To ensure appropriate scrutiny of this strategy.	Farida Aslam Senior Neighbourhood Manager 02920673095 faslam@valeofglamorgan.gov.uk	This has been slipped to a future date.
October 2023	Youth Offending Service: End of Year Performance Report	Last report in November 2022 .	To inform Scrutiny Committee about the End of Year Performance of the	To ensure Scrutiny are able to exercise oversight of the	Kirsty Davies Youth Offending Service Manager kidavies@valeofglamorgan.gov.uk	Item on the Agenda for the 11

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
			Youth Offending Service during the period April 2022 – March 2023.	Youth Offending Service performance against UK/devolved/local indicators.		October 2023.
October 2023	1st and 2nd Quarter Scrutiny Recommendation Tracking 2023/24 and Updated Committee Forward Work Programme Schedule 2023/24	Previous update in May 2023 .	To report progress on the Scrutiny recommendations [Jul, Sept] and to confirm the Committee's work programme for 2023/24.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Item on the Agenda for the 11 October 2023.
October 2023	Tenant Satisfaction Survey (STAR) Results.	Last presented at January 2021 meeting .	To share feedback from Council housing tenants regarding housing and building services.	For Members consideration and comment.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Item on the Agenda for the 11 October 2023.
October 2023	Draft Independent Living Policy	New report	To tie in with proposals concerning the Disability Facilities Grant (DFG)	For Members consideration and comment.	Marcus Goldsworthy Director of Place 01446 704630 MJGoldsworthy@valeofglamorgan.gov.uk	Raised at September's meeting of the 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
						(min No. TBC),
November 2023	Revenue Monitoring – Q2.	Last report in October 2022	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	
November 2023	Capital Monitoring – Q2.	Last report in November 2022	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	
November 2023	Revenue Refresh MTFP [Initial Revenue Programme Budget Pre-settlement Proposals].	Reference from Cabinet	To submit for consultation the initial revenue budget proposals.	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	
November 2023	Capital Strategy [Initial Capital Programme Budget	Reference from Cabinet	To submit the Initial Capital Programme Proposals for the	In order that Cabinet be informed of the	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	.

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	Pre-settlement Proposals].		period for Scrutiny Committee consultation.	comments of Scrutiny Committees and other consultees before making a final proposal on the budget.		
November 2023	Initial Housing Revenue Account (HRA) Budget Proposals 2024/25 and Revised Budget 2023/24.	Reference from Cabinet	For Committee consultation of the initial budget proposals for 2024/25 relating to the Housing Revenue Account.	To allow scrutiny of the HRA.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
December 2023	Annual Delivery Plan - Quarter 2 2023/24 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 2 performance results for the period 1 st July 2023 to 30 th September 2023 for the Corporate Plan Well-being Outcome.'	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes aimed at making a positive difference to the lives of Vale of Glamorgan citizens.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
December 2023	Corporate Safeguarding Mid-Year Report.	Reference from Cabinet.	To provide a summary on the activity that has been undertaken in relation to Corporate arrangements for Safeguarding across the Council. To provide assurance around safeguarding activity taking place across the Council.	To ensure that there is a wide-reaching level of Member oversight regarding this important area and scrutiny of developments relevant to committee portfolios.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
December 2023	Draft Annual Delivery Plan – 2024/25	Reference from Cabinet.	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	To ensure the views of all key stakeholders including Scrutiny Committees, inform the Council's draft Annual Delivery Plan.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	
December 2023	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.	TBC	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@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
January 2024	3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2023/24.	Previous update in October 2023	To report progress on the Scrutiny recommendations [Oct, Nov & Dec]] and to confirm the Committee's work programme for 2023/24.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	
February 2024	Revenue Refresh MTFP [Initial Revenue Programme Budget Post-settlement Proposals].	Reference from Cabinet.	To submit for consultation the initial revenue budget proposals.	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	
February 2024	Capital Strategy [Initial Capital Programme Budget Post-settlement Proposals].	Reference from Cabinet.	To submit the Initial Capital Programme Proposals for the period for Scrutiny Committee consultation.	In order that Cabinet be informed of the comments of Scrutiny Committees and	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
				other consultees before making a final proposal on the budget.		
February 2024	Revenue Monitoring – Q3.	Last report in March 2023 . 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. The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
February 2024	Capital Monitoring – Q3.	Last report in March 2023 . 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. The Capital Economic Regeneration Reserve is managed effectively,	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
				and budgets are matched to operational responsibilities.		
February 2024	Vale of Glamorgan Council – Proposed Fees and Charges	Cabinet Forward Work Programme Item.	To propose service changes.	To allow scrutiny of proposals.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	
March 2024	Service Plans and Target Setting to Deliver the Vale of Glamorgan Annual Delivery Plan 2024/25.	Cabinet Forward Work Programme Item.	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	To ensure the views of all key stakeholders including Scrutiny Committees, inform the Council's draft Annual Delivery Plan.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	
March 2024	Annual Delivery Plan - Quarter 3 2023/24 Performance Report.	Cabinet Forward Work Programme Item.	To present quarter 3 performance results for the period 1 st October 2023 to 31 st December 2023 for the Corporate Plan Well-being Outcome.'	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
March 2024	Housing Business Plan.	Cabinet Forward Work Programme Item.	To obtain approval for the Housing Business Plan 2024.	For Member comment and scrutiny.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
April 2024	Update/report on digital self-service for housing and repairs (part of Digital Strategy)	Previous presentation at meeting held in April 2022 .	To update Members on the progress made in relation to the Council's digital self-service system.	For Member's awareness, comment and scrutiny.	Tony Curliss Operational Manager for Customer Relations 01446 729500 TCurliss@valeofglamorgan.gov.uk Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	
April 2024	Rent Setting Policy	New report	For Members to consider the Council's rent setting policy.	For Member's awareness, comment and scrutiny.	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	

Other reports / presentations / visits to be added into schedule as and when available

Report	Responsible Officer and Contact Details	Commentary
Visit to the new CCTV Control Room	Deborah Gibbs Principal Community Safety Officer 01446 450200 DGibbs@valeofglamorgan.gov.uk	Following the meeting of the Scrutiny Committee in April 2023, arrangements and invites to Committee and other Elected Members to visit the new CCTV Control Room have taken place, with further visits to be arranged.
Corporate Landlord Update	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	To update the Committee on this policy.
Damp and Condensation Policy and Procedure	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	Details to be confirmed.
Regional Domestic Abuse Strategy/Serious Violence Strategy	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	Details to be confirmed. Possible reference from Cabinet in 2023/24 municipal year.
Housing Compliance Policy and Procedures	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	Details to be confirmed.
Housing Development Strategy/update (inc. possibly regional partnership).	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	Possibly a Cabinet referral or standalone update to Scrutiny, including RSLs, etc.
Community Investment Strategy	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	This update is currently being drafted and collated.
Local Housing Market Assessment (LHMA)	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	For Committee consideration of the latest iteration of the LHMA.

Housing & Building Services 2022/23 Housing Improvement Work (was Council Housing Investment Update / Housing Investment Programme 2021 – 2022 (was WHQS)).	Mike Ingram Head of Housing and Building Services 01446 709516 MIIngram@valeofglamorgan.gov.uk	Update on housing investment and WHQS 23 (investment, zero carbon for housing stock).
Overview on work around resettlement and asylum ('County of Sanctuary').	TBC	TBC
Overview/update concerning the Community Safety Partnership.	TBC	TBC
Briefing on Warm Homes Wales Programme.	TBC	TBC
Report on the emerging risk of vaping for younger people (SRS).	TBC	TBC
Future updates on the work being undertaken as part of the Rapid Rehousing Plan.	TBC	TBC
Report on "Safe Space" areas at various locations accessible to young people within the Vale of Glamorgan (to explore options, etc as part of the 'Her Voice Wales' project).	TBC	TBC
Overview/update concerning 'Value in the Vale'.	TBC	TBC

Proposed Task and Finish Group Topic:

Subject	Responsible Officer and Contact Details	Commentary
Private rented sector	To be decided	At the meeting of the Committee on the 14 th June 2023 regarding the Shared Regulatory Services Business Plan, it was recommended that the Committee had identified the private rental sector and how it could help to offer affordable, healthy , energy efficient

		<p>and secure properties across the Vale of Glamorgan, as part of supporting the Vale of Glamorgan Council to tackle the current housing crisis and discharge its statutory duties around housing, as an area that could be reviewed by the Committee in future and consideration be given to setting up a Task and Finish Working Group in order to achieve this. Several topics for Task and Finish work (including this one) have been taken to the Chairs and Vice-Chairs Group to be prioritised in line with Corporate Objectives in compliance with Council policy; consideration of the need for changes to policy and/or practice; and in seeking continuous Improvement. Currently this topic will follow those task and finish topics provided by Corporate Performance and Resources and Environment and Regeneration.</p>
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Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Youth Justice Plan	Kirsty Davies Youth Offending Service Manager kidavies@valeofglamorgan.gov.uk	Usually in October each year.
Youth Offending Service: End of Year Performance Report.	Kirsty Davies Youth Offending Service Manager kidavies@valeofglamorgan.gov.uk	Usually in October each year.

Initial Housing Revenue Account	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in November/December each year.
The Civil Protection Unit – Responsibilities and Work Plan [Presentation]	Debbie Spargo Principal Civil Protection Officer 029 20673044 DASpargo@valeofglamorgan.gov.uk	
Corporate Safeguarding Annual Report	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Usually in July each year.

Biannual Reports

Report	Responsible Officer and Contact Details	Commentary
Youth Offending Service: Mid-year Performance Report	Kirsty Davies Youth Offending Service Manager kidavies@valeofglamorgan.gov.uk	Usually in March each year (Annual version in October).
Corporate Safeguarding Mid Term Report	Mike Ingram Head of Housing and Building Services 01446 709516 MIngram@valeofglamorgan.gov.uk	Usually in December each year (Annual version in July).

Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
4 th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually May each year. Reporting on Jan, Feb and Mar.
1st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2023/24.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually July each year. Reporting on Apr, May and Jun.
2nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2023/24.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually October each year. Reporting on July and September.
3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2023/24.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Usually January each year. Reporting on October, November and December.
Quarter 1 2023/24 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually October each year. Reporting on April, May and June.
Quarter 2 2023/24 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually December each year. Reporting on July and September.
Quarter 3 2023/24 Performance Report:	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Usually March each year. Reporting on October, November and December.
Revenue Monitoring Q1.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in September each year.
Capital Monitoring Q1.	Laura Davis Finance Support Manager	Usually in September each year.

	01446 704639 LLDavis@valeofglamorgan.gov.uk	
Revenue Monitoring Q2.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in November each year.
Capital Monitoring Q2.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in November each year.
Revenue Monitoring Q3.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in February each year.
Capital Monitoring Q3.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in February each year.

Financial Reports

Report	Responsible Officer and Contact Details	Commentary
Revenue Outturn Closure of Accounts 20**/**.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in July each year.
Capital Outturn Closure of Accounts 20**/**.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in July each year.

Revenue Refresh MTFP - Initial Revenue Programme Budget Proposals. Pre-settlement.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in November each year.
Capital Strategy - Initial Capital Programme Budget Proposals. Pre-settlement.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in November each year.
Revenue Refresh MTFP - Initial Revenue Programme Budget Proposals. Post-settlement.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in February each year.
Capital Strategy - Initial Capital Programme Budget Proposals. Post-settlement.	Laura Davis Finance Support Manager 01446 704639 LLDavis@valeofglamorgan.gov.uk	Usually in February each year.

Infrequent

- Cabinet References.
- 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.