

Meeting of:	Corporate Performance and Resources Scrutiny Committee
Date of Meeting:	Wednesday, 15 March 2023
Relevant Scrutiny Committee:	Corporate Performance and Resources
Report Title:	3 rd Quarter Scrutiny Recommendation Tracking 2022/23 and Updated Committee Forward Work Programme Schedule 2022/23.
Purpose of Report:	To report progress on Scrutiny recommendations and to consider the updated Forward Work Programme together with any slippage for 2022/23.
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 2022/23:</p> <ul style="list-style-type: none"> - 2021-22 Uncompleted Recommendation Tracking (Appendix A), - 1st Quarter April – June 2022 (Appendix B), - 3rd Quarter October – December 2022 (Appendix C), and - Updated Forward Work Programme Schedule for 2022/23 (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 Forward Work Programme Schedule for 2022/23 attached at Appendix D 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 Forward Work Programme (FWP) 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, 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 Committee's FWP has been aligned to the Quarterly Cabinet FWP as endorsed by Cabinet on 19th January, 2023.
- 2.4 Members are requested to confirm approval of the updated Scrutiny Committee Work Programme Schedule attached at Appendix D, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances
- 2.5 The Scrutiny and Cabinet Roles and Responsibilities Protocol Point 7.6 states it is essential that the Cabinet Work Programme is taken into account when Scrutiny Committees are drawing up their own Work Programmes and also details reports that have been requested by the Scrutiny Committee together with items that require regular monitoring and scrutiny. Other reports will be added to the schedule as and when necessity arises. The schedule will also detail Requests for

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

- 2.6** With regard to Call-in Requests that are made following decisions of Cabinet, as these are required to be dealt with within 20 working days of a Cabinet decision (as per the Council's Constitution), they will be included within the Programme as and when received.
- 2.7** In response to an Audit Wales (formerly Wales Audit Office) review into Scrutiny, the Council has aimed to deliver an annual scrutiny-driven issues planning process for each Scrutiny Committee. The Committee is therefore asked to closely consider its FWP (attached at Appendix D) by identifying:
 - The specific areas of interest for the Committee
 - How to engage Stakeholders (including ward members and general public)
 - The most appropriate forms of scrutiny (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. The first meeting of the Group, post the May 2022 Local Government Election, was scheduled for Tuesday, 24th January, 2023 at 6pm.
- 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 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 2021-22 Annual Report is scheduled to be presented to Full Council at its March 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/ Committee%20Reports/Committee%20Information/Public-Speaking-Guides/21-07-26-%E2%80%93-Updated-](https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Committee%20Information/Public-Speaking-Guides/21-07-26-%E2%80%93-Updated-)

[Guide-for-Speaking-at-Scrutiny-Committees-as-approved-by-Full-Council-26-07-21.pdf](#)

- 3.4** The Scrutiny FWP provides details of reports and items proposed to be considered by the Committee over the coming Municipal year (June 2022 – April 2023).

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

[Q1&2 Tracking 2022/23](#)

[Q4 Tracking 2021/22.](#)

[Scrutiny Committees' Annual Report May 2019 - April 2021](#)

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

[Cabinet Quarterly Work Programmes – October to December 2022 and January to March 2023.](#)

Uncompleted Recommendations

2021-22

SCRUTINY RECOMMENDATION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES 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
20 January 2022				
Min. No. 764 – Q2 Sickness Absence Report 2021/22 (REF) – Recommended	Corporate Performance & Resources			
(1) That the future Quarter 3 Sickness Absence Report include details of sickness absence comparisons with other Local Authorities.		}	Operational Manager for HR to include for future reports.	Completed
(2) That the report be noted and Cabinet be advised of the discussions at the meeting.			This comparative data is currently being worked on and collated; to be included in sickness absence reporting in the near future.	
			Comparative data now included in the report.	
17 March 2022				
Min. No. 989 – Service Plans and Target Setting to Deliver the Annual Delivery Plan 2022/23 (CX) – Recommended	Corporate Performance & Resources			
(3) That for future Service Plans and Target Setting to deliver the Annual Delivery Plan, Cabinet and the Scrutiny Committee Chair and Vice-Chair Group, following the local elections, considers additional, complementary, means of scrutinising these more effectively, such as through a presentation, dedicated workshop or task and finish group prior to their final submission to Scrutiny.			Head of Service to make the necessary arrangements. Members have been involved in a series of sessions to inform the development of the corporate performance framework, including quarterly reports and the presentation of the Annual Self-Assessment Report. A session will be held in January 2023 prior to presenting the service plans and target setting to inform the approach to enabling members to effectively scrutinise this activity.	Ongoing

Uncompleted Recommendations

1st Quarter 2022-23

SCRUTINY RECOMMENDATION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES 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 2022				
Min. No. 1046 – Glamorgan Voluntary Services Annual Report 2020/21 (GVS) – Recommended	Corporate Performance & Resources			
(2) That Council Officers ensure GVS' Vista magazine and supplements are circulated to all elected Members by email.			DSSO has liaised with GVS and will forward the Vista Magazine and supplements to all Elected Members via email when they become available".	Completed

Uncompleted Recommendations

3rd Quarter 2022-23

SCRUTINY RECOMMENDATION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES 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

12 October 2022				
Min. No. 363 – Welsh Language Standards Annual Monitoring Report 2021-22 (REF) – Recommended	Corporate Performance & Resources			
That the Annual Welsh Monitoring Report for 2021-22, as attached at Appendix 1 to the Cabinet report, and the Update on the Welsh Language Promotional Strategy, as set out at Appendix 2 to the Cabinet report, be endorsed, subject to the following amendment, to be referred to Cabinet for their consideration: that the reference to social media accounts in the Annual Welsh Language Report 2021 – 2022 be amended to reflect that, wherever relevant, the Council’s social media accounts (i.e. Twitter) were operated under separate English and Welsh formats, rather than a single bilingual one.			Cabinet, at its meeting on 3 rd November, 2022 RESOLVED – That reference to social media accounts in the Annual Welsh Language Report 2021 – 2022 be amended to reflect that, wherever relevant, the Council’s social media accounts (i.e. Twitter) were operated under separate English and Welsh formats, rather than a single bilingual one. (Min No C115 refers)	Completed
Min. No. 364 – Draft Vale of Glamorgan Council Annual Self-Assessment 2021/22 (REF) – Recommended	Corporate Performance & Resources			
That the Committee’s views and recommendations be referred to Cabinet for their consideration prior to the final Vale of Glamorgan Council Annual Self-Assessment report being considered by Governance and Audit Committee and presented for endorsement by Full Council, namely: <ul style="list-style-type: none"> The need to revisit and review the use of language, wording, abbreviations, and ‘jargon’ within the Draft Vale of Glamorgan Annual Self-Assessment report 2021/22 (Appendix A); The need to revisit and review the use of some of the data within, and the means of ‘measuring’ or ‘quantifying’ this in order to give more context for readers of, the Draft Vale of Glamorgan Annual Self-Assessment report 2021/22 (Appendix A); The need to revisit and review the classification 			Cabinet, at its meeting on 20 th October, 2022 RESOLVED – That the views of the Corporate Performance and Resources Scrutiny Committee be noted and taken into consideration alongside Item 9 on the meeting agenda. (Min No C103 refers) and [1] That the consultation summary findings (Appendix B) and the updated Final Draft Vale of Glamorgan Annual Self-Assessment report 2021/22 appended at Appendix A be endorsed. [2] That the Final Draft Vale of Glamorgan Annual Self-Assessment report be referred to Governance and Audit Committee (24th October, 2022) for their consideration and approval in line with their statutory role, under Part 6 (section 114) of the Local Government & Elections (Wales) Act 2021 and that	Completed

Uncompleted Recommendations

3rd Quarter 2022-23

SCRUTINY RECOMMENDATION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES 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
of those relevant age groups known 'not to be in education, training or employment' ('NEET') referred to separately, by their specific age group, within the Draft Vale of Glamorgan Annual Self-Assessment report 2021/22 (Appendix A), with consideration to be given on these groups being interlinked and forming part of the same overall category.			upon consideration the Committee refers any recommendations back to Cabinet for their final consideration (3 rd November, 2022) prior to Cabinet referring this report, the comments of the Governance and Audit Committee and Cabinet's responses to Council (9 th November, 2022) for consideration and approval. Should Governance and Audit Committee make no further comments regarding the Draft Vale of Glamorgan Annual Self-Assessment 2021/22, Cabinet would consider the Draft Vale of Glamorgan Annual Self-Assessment 2021/22 as agreed and refer the matter to Full Council. [3] That the use of paragraph 15.14.2(ii) of the Council's Constitution (urgent decision procedure) be authorised to allow the Final Draft Vale of Glamorgan Annual Self-Assessment 2021/22 to be referred to the Governance and Audit Committee meeting taking place on 24 th October, 2022 for consideration, with any recommendations considered by Cabinet on 3 rd November, 2022 if required, prior to Full Council consideration on 9 th November, 2022. (Min No C105 refers)	
Min. No. 365 – Revenue Monitoring or the Period 1st April to 31st August 2022 (DCR) – Recommended	Corporate Performance & Resources			
(3) That the following additional reports be presented to the Committee: <ul style="list-style-type: none"> On the Oracle implementation project, contract and budget, including information on how the original budget was reached and the factors behind the current overspend. On the Leisure Services budget, contract and the factors behind the current overspend. 		Added to the Committee's Forward Work Programme.	Completed	

Uncompleted Recommendations

3rd Quarter 2022-23

SCRUTINY RECOMMENDATION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES 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. 366 – Vale of Glamorgan Public Services Board Annual Report 2020-21 (DCR) – Recommended	Corporate Performance & Resources			
(3) That consideration be given by Cabinet to developing further links and additional information sharing opportunities between the Champion roles, Scrutiny Committees and the Public Services Board.			Cabinet, at its meeting on 3 rd November, 2022 RESOLVED [3] That the comments of the Corporate Performance and Resources Scrutiny Committee relating to developing further links and additional information sharing opportunities between the Champion roles, Scrutiny Committees, and the Public Services Board, be accepted. (Min No C116 refers)	Completed
(4) That the report be circulated to all elected Members via email and referred to the Community Liaison Committee.			Report sent to all Members via email on 20 th October, 2022. Community Liaison Committee, at its meeting on 27 th October, 2022, noted the report and reference. (Min No 403 refers)	Completed
16 November 2022				
Min. No. 462 – Financial Strategy 2023/24 and Medium Term Financial Plan Refresh (REF) – Recommended	Corporate Performance & Resources			
(1) That Cabinet be informed of the following comments and recommendations made by the Committee regarding the Financial Strategy 2023/24 and Medium Term Financial Plan Refresh, for their consideration: <ul style="list-style-type: none"> The Council focuses on, and investigates, reshaping of services and invest to save opportunities. The Council reviews the use of external consultants. The Council continues to invest in recruitment opportunities for young people and apprenticeships. 			Cabinet, at its meeting on 1 st December, 2022 RESOLVED – That the resolutions of the Corporate Performance and Resources Scrutiny Committee be fed into the Budget Working Group as part of next year’s budget discussions. (Minute No C153 refers)	Completed

Uncompleted Recommendations

3rd Quarter 2022-23

SCRUTINY RECOMMENDATION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES 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 Committee supported the comments made by the Healthy Living and Social Care Scrutiny Committee and asks Cabinet to consider these, namely:</p> <ul style="list-style-type: none"> The Cost Pressures set out within the report, that lie within the remit of the Committee, are legitimate and fully endorsed by the Committee. The majority of services provided by the Council under the Social Services Directorate are statutory provision and therefore, the Council has very little choice over the spending in relation to these services. Therefore, meeting the needs of the most vulnerable to ensure that the Council complies with its statutory duties remains paramount. Committee notes the significant pressures placed on the Domiciliary Care Service in terms of recruitment and the need to enhance the Council's employment offer to potential employees in order to improve recruitment and subsequently provide the level of care the Council is required to provide. 			<p>Cabinet, at its meeting on 1st December, 2022 RESOLVED – That the resolutions of the Corporate Performance and Resources Scrutiny Committee be fed into the Budget Working Group as part of next year's budget discussions. (Minute No C153 refers)</p>	Completed
<p>(3) That the Committee supported the comments made by the Environment and Regeneration Scrutiny Committee and asked Cabinet to consider these, namely:</p> <ul style="list-style-type: none"> To consider exploring joint in-house recruitment services and further joint procurement opportunities with other Local Authorities, for example joint fleet management and purchasing of consumables. 				
<p>Min. No. 464 – 1st and 2nd Quarter Scrutiny Recommendation Tracking 2022/23 and Updated Committee Forward Work Programme Schedule 2022/23 (CX) – Recommended</p>	Corporate Performance & Resources			
<p>(2) That the Committee's updated Forward Work Programme Schedule for 2022/23 attached at Appendix D to the report be approved and uploaded to the Council's website.</p>			Updated Forward Work Programme uploaded to the Council's website.	Completed

Uncompleted Recommendations

3rd Quarter 2022-23

SCRUTINY RECOMMENDATION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES 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 December 2022				
Min. No. 571 – Q2 Sickness Absence Report 2022/2023 (REF) – Recommended	Corporate Performance & Resources			
(2) That for future reporting of sickness absence, the most salient points and issues, as well as the related analysis, are clearly and prominently featured within the Executive Summary and Key Issues for Consideration of the report, with the related tables and charts to be included in a separate appendix or appendices.			Human Resources have taken on board the recommendation and will amend the next report as suggested.	Ongoing
Min. No. 575 – Council Tax Unoccupied Dwellings: 2023/24 (REF) – Recommended	Corporate Performance & Resources			
(2) That Elected Members are provided with information outlining the numbers of empty and second home properties, by ward, in the Vale of Glamorgan.			The Head of Finance provided the Democratic and Scrutiny Services Officer with the relevant information which was subsequently forwarded to all Elected Members on 20 th December 2022.	Completed
Min. No. 578 – PSB Draft Wellbeing Plan Scrutiny Report (DCR) – Recommended	Corporate Performance & Resources			
(1) That the following feedback on the draft Wellbeing Plan be provided to the Public Services Board (PSB) following referral to Cabinet: <ul style="list-style-type: none"> The need to ensure that Lower Level Super Output Areas (LSOAs) are reported accurately as part of the PSB Wellbeing Plan. The importance of establishing clearly defined and measurable objectives, targets, and outcomes in order to be able to properly assess and measure the progress being made by the Wellbeing Plan over its lifetime. To establish whether the PSB would be doing a Reflections Document (2017 to 2022) to evaluate the last period of the Wellbeing Plan, in order to see what has worked well and what has not, and for the Committee to have sight of this. 		Cabinet, at its meeting on 19 th January, 2023, RESOLVED [1] That feedback from the Corporate Performance and Resources Scrutiny Committee on the draft Wellbeing Plan be forwarded to the Public Services Board (PSB). [2] That the comments of the Corporate Performance and Resources Scrutiny Committee be noted. (Min. No. C184 refers)	Completed	

Uncompleted Recommendations

3rd Quarter 2022-23

SCRUTINY RECOMMENDATION TRACKING FORM CORPORATE PERFORMANCE AND RESOURCES 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

(2) That members of the PSB be invited to speak to Elected Members regarding their work and key projects, as well as raising greater awareness of the PSB and the Wellbeing Plan.			<p>This is to be looked into and reported back to Committee as soon as practicable.</p> <p>Colleagues from partner organisations will be invited to scrutiny to co-present the annual report in the summer of 2023 and discussion will be had at the PSB about bringing updates on individual items to committees periodically.</p>	Ongoing
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Vale of Glamorgan Council

Corporate Performance and Resources Scrutiny Committee

Forward Work Programme

June 2022 (election year) – April 2023

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	4 th Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Last Quarter 3 report received January 2022.	To report progress on the Scrutiny recommendations [Jan, Feb, Mar] and to confirm the Committee's work programme for 2022/23.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Presented to Committee on 16 th June (Min no 74) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-06-16/Q4-Tracking-and-FWP.pdf
June	Introduction To the Corporate Performance & Resources Scrutiny Committee.		Introduce the Committee to the work and remit of the Corporate Performance & Resources Scrutiny Committee.	To make Committee Members aware of the work and remit of the Corporate Performance & Resources Scrutiny Committee.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Presented to Committee on 16th June (Min no 72) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-06-16/Introduction-to-CPR-Presentation.pdf
June	Sickness Absence Report - CFWP	Quarter 2 reported to Committee in January 2022.	To include quarter by quarter comparisons and details of the wellbeing	The report be referred to Corporate	Laithe Bonni, Operational Manager Employee Services	Presented to Committee on

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
			work being undertaken to date as requested by the Committee	Performance and Resources Scrutiny Committee for consideration, with any comments referred back to Cabinet for further consideration.	Isbonni@valeofglamorgan.gov.uk	<p>16th June (Min no 73) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-06-16/Ref-from-Cab-Q4-Sickness-Absence-Report-2021-2022.pdf</p> <p>https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-06-16/Ref-from-Cab-Q4-Sickness-Absence-Report-to-Cabinet.pdf</p>
July	Project Zero	Presented to Committee in June 2021	To report progress in delivering Project Zero.	To update the Committee on the continuing engagement being undertaken as part of Project Zero.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Originally scheduled for June. Presented to Committee on

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
						13 th July (Min no 165) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-07-13/Project-Zero-Progress.pdf
July	Corporate Safeguarding Annual Report CFWP	Previously referred to Committee in June 2021	To update Committee on the work undertaken to improve corporate arrangements and to ensure their effectiveness	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.	Lance Carver, Director of Social Services, lcarver@valeofglamorgan.gov.uk	Presented to Committee on 13 th July (Min no 163) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-07-13/Ref-from-Cab-Annual-Corporate-Safeguarding-Report.pdf

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July	Closure of Accounts 2021/22	Last received July 2021.	The accounts are complete and this report is to inform Scrutiny Committee of the provisional financial position of the Council for the 2021/22 financial year.	Members aware of the provisional financial position and actions that have been taken.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Moved to September / October's meeting.
July	1 st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Last municipal year 4 th Quarter received June 2022.	To report progress on the Scrutiny recommendations [Apr, May, June] and to confirm the Committee's work programme for 20**/**.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Moved to November's meeting.
July	Annual Delivery Plan Monitoring Report: Quarter 4 Performance 2021/22.	Cabinet Forward Work Programme Item.	To present quarter 4 performance results for the period 1st April 2021 to 31st March 2022 in delivering our 2021/22 Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan 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 meet our performance	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 13 th July (Min no 168) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-07-13/ADP-Q4-Monitoring.pdf

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				<p>requirements as outlined in the Local Government & Elections (Wales) Act 2021 and reflecting the requirement of the Wellbeing of Future Generations (Wales) Act 2015 that it maximises its contribution to achieving the well-being goals for Wales. To ensure members maintain an oversight of the recovery issues impacting on the work of the Council and their respective Scrutiny Committees.</p>		
July	Revenue Monitoring for the Period 1st April to 31st May 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue expenditure for the period	To inform Committee of the projected revenue outturn for 2022/23.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorg an.gov.uk	Presented to Committee on 13 th July (Min no 166) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-07-

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
						13/Revenue-Monitoring.pdf
July	Capital Monitoring for the Period 1st April to 31st May 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress on the 2022/23 Capital Programme for the period 1st April to 31st May 2022 and to request changes to the Capital Programme.	To advise Committee of the progress on the Capital Programme.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorg an.gov.uk	Presented to Committee on 13 th July (Min no 167) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-07-13/Capital-Monitoring.pdf
July	Draft Response to Welsh Government's Consultation Statutory Guidance and Directions made under the Local Government Act 2000, the Local Government (Wales) Measure 2011 and the Local Government and Elections (Wales)	Reference from Cabinet.	To seek approval for the submission of the Council's response to the above Welsh Government consultation.	To enable the Council to respond to the Consultation on Statutory Guidance and Directions made under the Local Government Act 2000, the Local Government (Wales) Measure 2011 and the Local Government and Elections (Wales) Act 2021 (including consultation with Scrutiny).	Jeff Rees, Operational Manager, Democratic Services JERees@valeofglamorgan.gov.uk	Presented to Committee on 13 th July (Min no 164) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-07-13/Ref-from-Cab-Draft-Response-to-WG-Consultation.pdf

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
	Act 2021 – Cabinet: 23 rd June, 2022.					
August	RECESS					
September	Meeting postponed due to the death of Queen Elizabeth II. **Agenda items moved to October's meeting.**					
October	Consultation draft of Council Annual Self-assessment 2021/22.	Reference from Cabinet.	Seeking members views.	To be confirmed.	Julia Archampong, Corporate Performance Manager. 01446 709 318 jarchampong@valeofglamorgan.gov.uk	Added to FWP on request of Operational Manager – Democratic Service (20 th June 2022). Presented to Committee on 13 th October (Min no 364) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-10-12/Ref-from-Cab-Draft-Vale-of-Glamorgan-Council-Annual-Self-Assessment-2021-22.pdf

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October	2 nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule	1st Quarter received June 2022	To report progress on the Scrutiny recommendations [Jul, Sept] and to confirm the Committee's work programme for 20**/20**.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Moved to November's meeting (Q1 and Q2 combined).
October	Revenue Monitoring for the Period 1st April to 31st August, 2022	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue expenditure for the period.	To inform Committee of the projected revenue outturn for 2022/23. To respond to emerging pay and price inflationary pressures in 2022/23	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 13 th October (Min no 365) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-10-12/Revenue-Monitoring.pdf
October	Project Zero	Last reported in July 2022	To report progress in delivering Project Zero.	To update the Committee on the continuing engagement being undertaken as part of Project Zero.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Moved to a future Committee date – December 2022.
October	Vale of Glamorgan Council: Annual Performance Calendar 2022/23	Reference from Cabinet	To present the Vale of Glamorgan Annual Performance Calendar for 2022/23, which outlines	To ensure all Scrutiny Committees and the Governance and Audit Committee	Tom Bowring Director of Corporate Resources	Presented to Committee on 13 th October (Min no 360)

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			the key plans/reports that will be subject to consideration by Members throughout the year. The report also outlines how the Council will involve Members in shaping the approach, key plans and reports aligned to the performance management framework annual calendar to enable the Council to meet the new performance requirements (Part 6 section 89-93) of the Local Government & Elections (Wales) Act 2021 (LG&E) and contribute to the national goals of the Well-being of Future Generations (Wales) Act 2015 (WBFG).	(section 114 of the Local Government & Elections (Wales) Act 2021) have oversight of the Annual Performance Calendar and their views inform the Council's approach to meeting the new performance requirements.	TBowring@valeofglamorg an.gov.uk	https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-10-12/Ref-from-Cab-Vale-of-Glamorgan-Council-Annual-Performance-Calendar-2022-23.pdf
October	Closure of Accounts 2021/22	Reference from Cabinet	The accounts are complete and this report is to inform Cabinet of the provisional financial position of the Council for the 2021/22 financial year.	To enable the Scrutiny Committee responsible for finance to review the year end position.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorg an.gov.uk	Presented to Committee on 13 th October (Min no 361) https://www.valeofglamorgan.gov.uk/Documents/Committee%20R

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						eports/Scrutiny-CRP/2022/22-10-12/Ref-from-Cab-Closure-of-Accounts-2021-22.pdf
October	Capital Closure of Accounts 2021/22	Reference from Cabinet	The accounts are complete, and this report is to inform Cabinet of the provisional financial position of the Council's Capital Programme for the 2021/22 financial year	To enable the Scrutiny Committee responsible for finance to review the year end Position.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 13th October (Min no 362) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-10-12/Ref-from-Cab-Capital-Closure-of-Accounts-2021-22.pdf
October	Welsh Language Standards Annual Monitoring Report 2021-22	Reference from Cabinet	To seek approval for the Council's Annual Welsh Monitoring Report and update on 5-year Promotion Strategy.	To enable Scrutiny Committee (Learning & Culture and Corporate Performance & Resources) to consider the report (and appendices) prior to publication.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 13th October (Min no 363) https://www.valeofglamorgan.gov.uk/Documents/Committee%20R

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						eports/Scrutiny-CRP/2022/22-10-12/Ref-from-Cab-Welsh-Language-Standards-Annual-Monitoring-Report-2021-22.pdf
October	Vale of Glamorgan Public Services Board Annual Report 2020-21.	Last report in September 2021 .	To present an overview of the fourth year of progress in delivering the Wellbeing Objectives and actions set by the Vale PSB in its Well-being Plan.	To enable Members to consider the content of the Annual Report and progress being made in the delivery of the current Well-being Plan. To enable Members to make recommendations to the PSB. To advise Members of the plans for the new Well-being Plan to be published in 2023. To ensure all elected Members and the Community Liaison	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 13th October (Min no 366) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-10-12/PSB-Annual-Report.pdf

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				Committee are aware of the work of the Public Services Board.		
October	Annual Delivery Plan Monitoring Report: Quarter 1 Performance 2022/23	Last report in July 2022 .	To present quarter 1 performance results for the period 1st April 2022 to 30th June 2022 in delivering our 2022/23 Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan 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 meet our performance requirements as outlined in the Local Government & Elections (Wales) Act 2021 and reflecting the requirement of the Wellbeing of Future Generations (Wales) Act 2015 that it	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 13th October (Min no 367) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-10-12/ADP-Quarter-1.pdf

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				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.		
November	Quarterly sickness absence Report 2022/2023.	Cabinet Forward Work Programme Item.	To update Members on the sickness absence statistics for the 6-month period.	In order that Committee can monitor and consider the statistics and make any recommendations for consideration to Cabinet	Laithe Bonni, Operational Manager Employee Services lsbonni@valeofglamorgan.gov.uk	Moved to December meeting
November	Capital Monitoring for the Period 1st April to 31st August 2022	Reference from Cabinet.	To advise of the progress on the 2022/23 Capital Programme for the period 1st April to 31st August, 2022 and to request changes to the Capital Programme.	To advise Corporate Performance and Resources Scrutiny Committee of the progress on the Capital Programme.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorg an.gov.uk	Presented to Committee on 16th November, 2022 (Min. no. 460) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-11-16/Ref-from-Cab-

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						Capital-Monitoring.pdf
November	Draft Capital Strategy 2023/24 and Initial Capital Programme Proposals 2023/24 to 2027/28	Reference from Cabinet.	To gain approval for the Initial Capital Programme Proposals for 2023/24 to 2027/28 so that they may be submitted to Scrutiny Committees for consultation and to set out the Draft Capital Strategy for Cabinet Member to consider.	In order that Cabinet be informed of the comments of Scrutiny Committees before making a proposal on the 2022/23 Capital Programme	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 16th November 2022 (Min No. 461) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-11-16/Ref-from-Cab-Draft-Capital-Strategy.pdf
November	Financial Strategy 2023/24 and Medium Term Financial Plan Refresh	Reference from Cabinet.	To advise Committee of the progress on the 2022/23 Capital Programme for the period 1st April to 30th September 2022 and to request changes to the Capital Programme.	The Council was open to clear and transparent financial reporting and an appropriate level of challenge to the management of its finances. A key element of	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 16th November 2022 (Min No. 462) https://www.valeofglamorgan.gov.uk/Documents/Committee%20R

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				the challenge process was through the Council's scrutiny function.		eports/Scrutiny-CRP/2022/22-11-16/Ref-from-Cab-Financial-Strategy-and-MTFP.pdf
November	Capital Monitoring for the period 1st April to 30th September, 2022.	Cabinet Forward Work Programme Item.	To advise Committee of the progress on the 2022/23 Capital Programme for the period 1st April to 30th September 2022 and to request changes to the Capital Programme.	That Committee notes the progress made on delivering the 2022/23 Capital Programme, changes made and use of relevant powers.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 16th November 2022 (Min No. 460) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-11-16/Capital-Monitoring.pdf
November	1st and 2nd Quarter Scrutiny Recommendation Tracking 2022/23 and Updated Committee Forward Work Programme Schedule 2022/23	Last report in June 2022 .	To report progress on Scrutiny recommendations and to consider the updated Forward Work Programme together with any slippage for 2022/23.	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 16th November 2022 (Min No. 464) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-

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						CRP/2022/22-11-16/Scrutiny-Recommendation-Tracking.pdf
December	Improving Wellbeing in the Workplace	New presentation	To update the Committee on the work undertaken to improve well-being in the workplace for all of Council employees right across the organisation.	For Committee to consider.	Tracy Dickinson, Head of Human Resources and Organisational Development tdickinson@valeofglamorgan.gov.uk	Presented to Committee on 14 th December (Min. No. 570) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-12-14/Improving-Wellbeing-In-the-Workplace-Presentation.pdf
December	Draft Vale of Glamorgan Council Annual Delivery Plan 2023-24	Cabinet Forward Work Programme Item. Presented to Committee previously in December 2021 .	To deliver Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives.	For Committee to consider.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 14 th December (Min. No 576) Ref from Cab - Draft Vale of Glamorgan Council Annual

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						Delivery Plan 2023-24
December	Project Zero	Last reported in July 2022 .	To report progress in delivering Project Zero.	To update the Committee on the continuing engagement being undertaken as part of Project Zero.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Slipped from October's meeting; subsequently rescheduled to January's meeting instead.
December	Annual Delivery Plan Monitoring Report: Quarter 2 Performance 2022/23	Last report in October 2022 (Quarter 1) .	To present Quarter 2 performance results	In order that performance can be monitored, and any recommendations reported for consideration to Cabinet.	Julia Archampong, Corporate Performance Manager. jarchampong@valeofglamorgan.gov.uk	Presented to Committee on 14 th December (Min. No. 577) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-12-14/ADP-Q2-Performance-Monitoring.pdf

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December	Corporate Safeguarding Mid Term Report.	Reference from Cabinet	To update 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 there is a wide-reaching level of Member of oversight regarding this important area.	Tracy Dickinson, Head of Human Resources and Organisational Development tdickinson@valeofglamorg an.gov.uk	Presented to Committee on 14 th December (Min. No. 572) https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-12-14/Ref-from-Cab-Corporate-Safeguarding-Mid-Year-Report.pdf
December	Initial Revenue Programme Budget Proposals.	Cabinet Forward Work Programme Item. Presented to Committee previously in December 2021.	To inform Scrutiny Committee of the amended revenue budget and to submit for consultation the initial revenue budget proposals for 2022/ 23	In order that Cabinet can consider the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorg an.gov.uk	Presented to Committee at November's meeting instead as Financial Strategy 2023/24 and Medium Term Financial Plan Refresh. Equivalent MTFP and budget strategy

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						update received from Cabinet as a reference rather than stand-alone report for 2022.
December	Initial Capital Programme Budget Proposals.	Cabinet Forward Work Programme Item. Presented to Committee previously in December 2021.	To submit the Initial Capital Programme Proposals for 2022/23	In order that Cabinet be informed of the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Presented to Committee at November's meeting instead as Draft Capital Strategy 2023/24 and Initial Capital Programme Proposals 2023/24 to 2027/28. Received from Cabinet as a reference rather than stand-alone report for 2022.
December	Q2 Sickness Absence Report 2022/2023	Cabinet Forward Work Programme Item.	on the sickness absence statistics for the 6-month period	To enable the Scrutiny Committee to maintain a continued focus on the management of	Tracy Dickinson, Head of Human Resources and Organisational Development	Presented to Committee on 14 th December (Min. No. 571)

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			from 1st April, 2022 to 30th September, 2022.	sickness absence throughout all services of the Council and to make recommendations to Cabinet, as appropriate.	tdickinson@valeofglamorgan.gov.uk	https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2022/22-12-14/Ref-from-Cab-Q2-Sickness-Absence-Report-2022-2023.pdf
December	Civico Hybrid Meeting Platform Update	Reference from Cabinet	To apprise of the work that has been carried out to date on the implementation of the Civico Hybrid Meeting platform, and the approach that is being taken to regression testing to inform a decision on how to proceed with public meetings from January 2023	To provide Corporate Performance and Resources Scrutiny Committee with the opportunity to consider the issues and approach described in the report	Debbie Marles Monitoring Officer/Head of Legal and Democratic Services dmarles@valeofglamorgan.gov.uk	Presented to Committee on 14 th December (Min. No. 573) Ref from Cab - Civico Hybrid Meeting Platform Update (valeofglamorgan.gov.uk)
December	Treasury Management Mid-Year Report 2022/23	Reference from Cabinet	To provide a mid-year report on the Authority's Treasury Management operations for the period 1st April, 2022 to 30th September, 2022.	To present the report to the Corporate Performance and Resources Scrutiny Committee in accordance with the remit of the Committee.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 14 th December (Min. No. 574) Ref from Cab - Treasury Management Mid-Term Report

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						valeofglamorgan.gov.uk
December	Council Tax Unoccupied Dwellings: 2023/24	Reference from Cabinet	To seek approval for the policy to be adopted for Council Tax on unoccupied dwellings for 2023/24.	To ensure that the relevant Scrutiny Committee be included as part of the consultation process.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 14th December (Min. No. 575) Ref from Cab - Council Tax Unoccupied Dwellings 2023-24 valeofglamorgan.gov.uk
December	PSB Draft Well-being Plan Scrutiny Report	Previous, related report presented to Committee in January 2022 .	To advise the Committee of the Public Services Board's draft Well-being Plan and 12-week consultation programme.	To enable Scrutiny Committee to participate in the consultation process for the PSB's draft Well-being Plan and for Cabinet to be aware of the Committee's considerations.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 14th December (Min. No. 578) PSB Draft Well-being Plan valeofglamorgan.gov.uk
January	3 rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2021/22.	Quarter 2 received October 2022.	To report progress on the Scrutiny recommendations [Oct, Nov, Dec] and to confirm the Committee's work programme for 2022/23.	To maintain effective tracking of the Committee's recommendations.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Slipped to the Committee meeting in February.

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January	Revenue and Capital Monitoring 1 st April – 30 th November 2022	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue and capital expenditure.	The Capital Economic Regeneration Reserve is managed effectively and budgets are matched to operational responsibilities.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Slipped to the Committee meeting in February.
January	Audit Wales: Vale of Glamorgan Council Assurance and Risk Assessment (ARA) Review 2021/22 and the Auditor General for Wales National Study Report on Public Sector Carbon Readiness for Net Zero by 2030	Reference from Cabinet.	To present the findings of Audit Wales's Vale of Glamorgan Assurance and Risk Assessment Review for the audit year 2021/22 and the Auditor General for Wales national study report on Public Sector Carbon Readiness for Net Zero by 2030.	For the Committee to consider and comment on.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 18 th January (Min No. 619) Ref from G&A – AW VoG ARA Review (valeofglamorgan.gov.uk)
January	Cost of Living Support for Food, Warm Spaces and Other Means of Support	Reference from Cabinet.	To provide an overview of the work undertaken by the Vale of Glamorgan Council and others to support residents during the current cost of living crisis and to detail the Council's response to the national study by Audit Wales.	The report was subject to scrutiny by the Scrutiny Committees and the response to the Audit Wales Report considered by the Governance and Audit Committee prior to approval by Cabinet.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 18th January (Min. No. 620) Ref from Cab - Cost Of Living Support For Food, Warm Spaces And Other Means Of Support (valeofglamorgan.gov.uk)

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January	Project Zero Update Report	Last reported in July 2022 .	To advise Members of progress across the Council in responding to the climate emergency and delivering our commitments as part of Project Zero.	<p>To enable the Corporate Performance and Resources Scrutiny Committee to consider how Project Zero is being taken forward.</p> <p>To enable Cabinet to consider the comments of the Corporate Performance and Resources Scrutiny Committee as part of its consideration of progress in delivering the Climate Challenge Plan.</p>	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 18th January (Min. No. 621) Project Zero Progress Report (valeofglamorgan.gov.uk)
February	Pay Policy 2023/2024	Cabinet Forward Work Programme Item. (Presented to Committee in February 2022).	To consider the Pay Policy for 2023/24 prior to its submission to Council for approval.	To respond to the legal requirement under the Localism Act 2011 and to provide openness and accountability in relation to how the Council rewards its staff.	Tracy Dickinson, Head of Human Resources and Organisational Development tdickinson@valeofglamorgan.gov.uk	Presented to Committee on 15 th February Ref from Cab - Pay Policy 2023-2024 (valeofglamorgan.gov.uk)

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February	3 rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2022/23.	Quarters 1 & 2 received November 2022 .	To report progress on the Scrutiny recommendations [Oct, Nov, Dec] and to consider the updated Forward Work Programme together with any slippage for 2022/23.	To maintain effective tracking of the Committee's recommendations and Forward Work Programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 methomas@valeofglamorgan.gov.uk	Slipped to the Committee meeting in March.
February	Draft Vale of Glamorgan Council Annual Delivery Plan 2023-24.		To enable the Committee to consider the draft Annual Delivery Plan 2023-24 post consultation.	To enable the Committee to consider the consultation feedback and the subsequent changes to the Plan.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Presented to Committee on 15th February https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2023/23-02-15/ADP.pdf
February	Budget 2023/24 for Consultation and Further MTFP Update	Reference from Cabinet.	To present initial budget proposals for consultation in order to come forward with a balanced budget for approval in February 2023	Scrutiny was an essential part of the budget setting process, and it was important that the funding and savings assumptions were validated and the savings proposals were realistic and deliverable and	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 15th February https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2023/23-02-15/Ref-from-Cab-Budget-2023-24-for-Consultation-

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				would not have any unintended impacts.		and-Further-MTFP-Update.pdf
February	Vale of Glamorgan Council – Proposed Fees and Charges for 2023/2024	Reference from Cabinet.	To propose changes in service charges for functions managed by the Council in the following directorates for the financial year 2023/24: <ul style="list-style-type: none"> - Environment and Housing - Corporate Resources - Learning and Skills - Place - Social Services 	The report be referred to all Scrutiny Committees for comment and that those comments be referred to Corporate Performance and Resources as the lead Scrutiny Committee. In pursuance of the above, Corporate Performance and Resources Scrutiny Committee refer comments to Cabinet for consideration as part of the final fees and charges setting at the meeting on 27th February, 2023.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 15th February Ref from Cab - Vale of Glamorgan Council – Proposed Fees and Charges for 2023-2024
February	Draft Capital Programme Proposals 2023/24 to 2027/28	Reference from Cabinet.	To set out the draft proposals for Cabinet Members to consider, prior to consultation, in respect of the	Any recommendations of all Scrutiny Committees be passed to Corporate Performance and	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Presented to Committee on 15th February https://www.valeofglamorgan.gov

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			final capital budget for the financial year 2023/24 to 2027/28	Resources Scrutiny Committee as the lead Scrutiny Committee in order for their views to be forwarded to Cabinet.		uk/Documents/Committee%20Reports/Scrutiny-CRP/2023/23-02-15/Ref-from-Cab-Draft-Capital-Programme-Proposals-2023-24-to-2027-28.pdf
February	Draft Transgender Inclusion Toolkit and Guidance Document for Schools and Other Settings	Reference from Cabinet.	For the Committee to be part of the consultation for a revised Vale of Glamorgan Council Transgender toolkit for schools.	To ensure that the Learning and Skills Scrutiny Committee and the Corporate Performance and Resources Scrutiny Committee were consulted on the proposal.	David Davies Head of Additional Learning Needs and Wellbeing DADavies@valeofglamorgan.gov.uk	Presented to Committee on 15th February https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2023/23-02-15/Ref-from-Cab-Draft-Transgender-Inclusion-Toolkit.pdf
February	Capital Monitoring for the period 1st April to 30th November, 2022	Last reported in November 2022.	To advise Committee of the progress on the 2022/23 Capital Programme for	That Committee notes the progress made on delivering the 2022/23 Capital	Matt Bowmer, Head of Finance / Section 151 Officer,	Presented to Committee on 15th February

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			the period 1st April to 30th November 2022.	Programme, the use of Delegated Authority, Emergency Powers, and changes to the 2022/23 and future year's Capital Programme.	mbowmer@valeofglamorg an.gov.uk	https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2023/23-02-15/Capital-Monitoring.pdf
February	Revenue Monitoring for the Period 1st April to 30th November, 2022	Last reported in October 2022 .	To advise Committee of the progress relating to revenue expenditure for the period 1st April to 30th November, 2022	That the position with regard to the Authority's 2022/23 Revenue Budget, the arrangements to offset the projected overspends in 2022/23 and Amended Revenue budget for 2022/23 be approved / noted.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorg an.gov.uk	Presented to Committee on 15th February https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2023/23-02-15/Revenue-Monitoring.pdf
February	Chief Officer Appraisal Scheme - Proposed Modifications	The proposed changes to the Chief Officer Appraisal Scheme were considered initially by the Senior Leadership Team on 15th November, 2022,	To seek approval for an update to the Chief Officer Appraisal system to reflect the Council's approach to performance management and professional competency.	To enable Scrutiny Committee members to consider the proposal, seek endorsement from Cabinet for the proposed changes to the appraisal system. and	Tom Bowring Director of Corporate Resources TBowring@valeofglamorg an.gov.uk	Presented to Committee on 15th February https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-CRP/2023/23-02-15/Revenue-Monitoring.pdf

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		the Trade Unions and Diversity Networks were briefed in November 2022. Heads of Service were initially briefed on the proposed changes in January 2023.		enable all Council members to consider the proposals in line with the Council's Constitution to enable the new scheme to operate from 1st April, 2023.		15/Chief-Officer-Appraisal-Scheme.pdf
March	Service Level Activities and Performance Targets to Deliver the Vale of Glamorgan Council's Annual Delivery Plan 2023/2024.	Last reported in March 2022 .	To seek Members' endorsement of the priority actions as reflected in Service Plans and proposed service improvement targets that will deliver the Council's Annual Delivery Plan within the remit of the Committee.	To ensure that the Service Plans aligned to this Committee's remit are accurate, up to date and relevant and become the main document through which performance against the Corporate Plan's Annual Delivery Plan is monitored and measured during the period in question. To ensure the Council's Corporate Plan Performance Measurement Framework identifies a relevant set of performance	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	

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				measures and targets against which the Annual Delivery Plan can be monitored and measured during the period in question.		
March	Procurement Policy and Strategy	Reference from Cabinet.	To consider the Procurement Policy and Strategy for 2022	To enable the Scrutiny Committee to consider the contents of the report, and should there be no material changes required, to approve the Policy and Strategy.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	
March	Corporate Asset Management Plan 2022/23	Reference from Cabinet.	To seek approval to adopt the new Corporate Asset Management Plan 2023-2028.	To ensure the relevant Scrutiny Committee are aware of this updated plan.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	
March	Financial Management Code Update 2022/23	Reference from Cabinet.	To consider the Council's compliance with the Financial Management Code 2022/23, preparation for 2023/24 and prospects for improvement.	To seek further assurance on the Council's Financial Management arrangements	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	
March	Audit Wales: Springing Forward – Vale of Glamorgan Asset Management		To advise Members of the findings of Audit Wales's review of the Council's asset management and workforce planning	To provide for scrutiny and review of the findings of Audit Wales's Springing Forward Assets review	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	

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	and Workforce Planning		arrangements undertaken as part of the Springing Forward national thematic review in all Welsh councils.	and the Council's response to its findings.		
March	Annual Delivery Plan Monitoring Report: Quarter 3 Performance 2022/23 and progress against External Regulatory Recommendations and Proposals for Improvement	Last report in December (Quarter 2).	To present quarter 3 performance results for the period 1st April 2022 to 31st December 2022 in delivering our 2022/23 Annual Delivery Plan commitments as aligned to our Corporate Plan Well-being Objectives. To present progress to date in addressing existing recommendations and improvement proposals from our external regulators.	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan 2022/23 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 meet our performance requirements as outlined in the Local Government & Elections (Wales) Act 2021 and reflecting the requirement of the Well-being of Future Generations (Wales)	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	

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				Act 2015 that it maximises its contribution to achieving the well-being goals for Wales. To ensure the Council implements its regulatory recommendations and improvement proposals and responds appropriately to the recommendations and proposals for improvement identified through the Audit Wales' programme of local and national Local Government Studies.		
March	Revenue Monitoring for the Period 1st April to 31st January 2023	Last report in February .	To advise Committee of the progress relating to revenue expenditure for the period 1st April to 30th November, 2022.	To inform Committee of the projected revenue outturn for 2022/23.	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	
March	Capital Monitoring for the Period 1st April to 31st January 2023	Last report in February .	To advise Committee of the progress on the 2022/23 Capital Programme for the period 1st April to 30th November 2022.	That Committee notes the progress made on delivering the 2022/23 Capital Programme, the use of Delegated Authority as set out in	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	

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				the report, the use of Emergency Powers as detailed in the attached Appendix and the changes to the 2022/23 and future year's Capital Programme, as set out in the report.		
March	Vale Public Services Board Draft Wellbeing Plan 2023-28		To enable the Committee to consider the draft Well-being Plan 2023-28 post consultation.	To enable the Committee to consider the consultation feedback and the subsequent changes to the Plan. To enable the Public Services Board to consider the comments of the Corporate Performance and Resources Scrutiny Committee as part of its consideration of the revised Plan post consultation. To enable Cabinet to consider the comments of the Corporate Performance and Resources Scrutiny Committee as part of its	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	

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				consideration of the revised Plan prior to recommending the Plan to Council for approval in April as part of the sign-off process of all Public Services Board members.		
March	3rd Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule 2022/2023	Last report in November .	To report progress on Scrutiny recommendations and to consider the updated Forward Work Programme together with any slippage for 2022/23.	To maintain effective tracking of the Committee's recommendations and work programme.	Mark Thomas Democratic and Scrutiny Services Officer methomas@valeofglamorgan.gov.uk	
April	Vale of Glamorgan Replacement LDP (2021-2036) – Draft Preferred Strategy, Initial Sustainability Appraisal Report / HRA	Reference from Cabinet.	To consider and approve the Draft Preferred Strategy, Initial Sustainability Appraisal Report and HRA for public consultation purposes.	TBC	TBC	Slipped to the Committee meeting in April.
April	People Strategy and Supporting Documents.	Cabinet Forward Work Programme Item.	To advise and seek agreement of the revised Draft People Strategy to run alongside and across the same timescale as the current Corporate Plan.	For Committee scrutiny.	TBC	Slipped to the Committee meeting in April.

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			To advise and seek agreement of certain supporting draft documents which align to the People Strategy, as appended to the report			
April	Revenue and Capital monitoring for the period 1 st April 2021 to 31 st January 2022	Cabinet Forward Work Programme Item.	To advise on progress to date	To monitor progress	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorg an.gov.uk	Moved forward to March's meeting of the Committee.
April	C1V Contact Centre Update	New report	Update on the VOGC C1V Contact Centre	TBC	Tom Bowring Director of Corporate Resources TBowring@valeofglamorg an.gov.uk	Raised by the Committee at its meeting on the 16 th November 2022 (Min. no 464 refers).
April	Quarter 3 Corporate Plan Performance Report	Last report in December (Quarter 2).	To provide Committee with the details of performance for Quarter 3.	In order that performance can be monitored, and any recommendations reported for consideration to Cabinet.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorg an.gov.uk	Moved forward to March's meeting of the Committee.
April	Welfare Reform Update report		Ongoing update on Welfare Reform (as per Scrutiny Committee's	To update Members on the work undertaken by the Council in the implementation of the	Matt Bowmer, Head of Finance / Section 151 Officer,	Slipped into 2022/23 from 2021/22 at the

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			decision on 16 th June, 2021).	UK Government's Welfare Reform agenda	mbowmer@valeofglamorgan.gov.uk	request of the Sec 151 Officer.
April	Glamorgan Voluntary Services Annual report	Last report in April 2022.	The Glamorgan Voluntary Services Annual report be presented to the Voluntary Sector Joint Liaison Committee and be reported on an Annual basis to this Scrutiny Committee and that arrangements be made for this Committee to receive the current report together with a presentation.	To provide the Committee with information of the work of GVS throughout the year.	Rachel Connor Glamorgan Voluntary Services (GVS).	
April	Unacceptable Actions Report – Annual Update.	Last report in April 2022.	For Committee to consider the update on Unacceptable Actions by Citizens and Social Media Policies.	As per purpose of the report.	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Agreed at the Committee meeting in April 2022 meeting to be received annually.
April	Annual Equality Monitoring Report 2021-2022	Reference from Cabinet.	To seek approval of the Annual Equality Monitoring Report.	To enable the Scrutiny Committees to consider the report and to enable publication by 31st March, 2023 to meet statutory duties	TBC	Slipped to the Committee meeting in April.

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

(Some of these reports have not been included in the main timetable but can be added as the situation progresses).

Report	Responsible Officer and Contact Details	Commentary
On the Oracle implementation project, contract and budget, including information on how the original budget was reached and the factors behind the current overspend.	TBC	Raised at October 2022's meeting of the Committee.
On the Leisure Services budget, contract and the factors behind the current overspend.	TBC	Raised at the meeting of the Committee in October 2022.
Report on how the Council should continue to reduce the gender pay gap with the aim for all scale levels to have equal representation (05 Feb 20: Min No 661)	Laithe Bonni, Operational Manager Employee Services lsbonni@valeofglamorgan.gov.uk	To be considered during the Council's Workforce Planning review.
Progress report on the Digital Strategy – Customer and Employee (03 Mar 20: Min No 724)	Tony Curliss, Operational Manager for Customer Relations tcurliss@valeofglamorgan.gov.uk Laithe Bonni, Operational Manager Employee Services lsbonni@valeofglamorgan.gov.uk	The Digital Strategy review is currently being undertaken – to be reported when completed.
Report in respect of income levels, utilisation and the rationale for all fees and charges (21 Feb 21 Min No 423)	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	To be reported as part of the budget setting process as part of the fees and charges approval process.
Report on comparison of income derived from football over recent years and number of teams (03 Mar 20: Min No 726)	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Impacted by Covid. Due to the exceptional year in which much organised activity was not possible, undertaking this exercise for the 2020/21 year was not feasible. However, this could be progressed retrospectively should Members deem it useful.

Annual Reports

Report	Responsible Officer and Contact Details	Commentary
Welfare Reform Annual Progress Report	Matt Bowmer, Head of Finance / Section 151 Officer, mbowmer@valeofglamorgan.gov.uk	Last reported 16 th June 2021 (Min No 138); update report to be presented in 2022/23 (date TBC).
Scrutiny Committees' Draft Annual Report	Cath Lindsey Assistant Democratic Services Officer celindsey@valeofglamorgan.gov.uk	Last reported to Full Council in December 2021 (Min 610); further report to go to Council / Scrutiny in 2022/23 (date TBC).

Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
Quarterly Decision Tracking and Forward Work Programme	Mark Thomas Democratic and Scrutiny Services Officer methomas@valeofglamorgan.gov.uk	Each quarter
Quarterly Performance Reports: Corporate Health	Tom Bowring Director of Corporate Resources TBowring@valeofglamorgan.gov.uk	Each quarter

Infrequent

- Cabinet References.
- Revenue and Capital Monitoring Reports.
- Requests for Consideration.
- Cabinet Call-in.

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