

Meeting of:	<b>Homes and Safe Communities Scrutiny Committee</b>
Date of Meeting:	<b>Wednesday, 09 October 2024</b>
Relevant Scrutiny Committee:	Homes and Safe Communities
Report Title:	1 <sup>st</sup> & 2 <sup>nd</sup> Quarter Scrutiny Recommendation Tracking 2024/25 and Updated Committee Forward Work Programme Schedule 2024/25.
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:	Liz Whitaker and Mark Thomas, Democratic and Scrutiny Services Officers.
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><b>Executive Summary:</b></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 2024/25:</p> <ul style="list-style-type: none"> <li>- 2019-20 Recommendation Tracking (Appendix A);</li> <li>- 2021-22 Recommendation Tracking (Appendix B);</li> <li>- 4<sup>th</sup> Quarter Recommendation Tracking January to March 2024 (Appendix C);</li> <li>- 1<sup>st</sup> Quarter Recommendation Tracking April to June 2024 (Appendix D);</li> <li>- 2<sup>nd</sup> Quarter Recommendation Tracking July to September 2024 (Appendix E);</li> <li>- Updated Forward Work Programme Schedule for 2024/25 (Appendix F).</li> </ul>	

## **Recommendations**

1. That the status of the actions listed in Appendices A to E to the report be agreed.
2. That the updated Forward Work Programme Schedule for 2024/25 attached at Appendix F be approved and uploaded to the Council's website.

## **Reasons for Recommendations**

1. To maintain effective tracking of the Committee's recommendations.
2. 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/municipal year (May 2024 to April 2025).

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

- 2.1 Appendices A to E, 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 Cabinet Quarterly Work Programmes – April to June 2024 and July to September 2024, as endorsed by Cabinet at its 11<sup>th</sup> July, 2024 meeting.
- 2.4 Members are also requested to confirm approval of the updated Scrutiny Committee Work Programme Schedule attached at Appendix F, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.
- 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.

- 2.6** 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. We have had 3 such requests, 2 were deemed to be outside the remit of this Committee and will be addressed elsewhere; the other one has been included in the Committee's Forward Work Programme (a presentation by the South Wales Police and Crime Commissioner (PCC) on their priorities and how they will impact upon the Vale of Glamorgan).
- 2.7** 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.
- 2.8** 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 FWP (attached at Appendix F) 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.); and
  - The issues where scrutiny can have the most impact and value to be gained from consideration.
- 2.9** The Scrutiny Forward Work Programmes 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.

- 2.10** 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 Scrutiny Committee Chairs and Vice-Chairs Group is scheduled for Tuesday, 15<sup>th</sup> October, 2024.
- 2.11** 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 28<sup>th</sup> May 2024, the Scrutiny Committee Chairs and Vice-Chairs Group considered the results of the 2024 Scrutiny Impact Survey and subsequently endorsed 4 new action points for implementation as well as referring a progress report to the Democratic Services Committee on 1<sup>st</sup> July, 2024. Progress on these will points will be monitored by the Group going forward.
- 2.12** 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.
- 2.13** 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.
- 2.14** 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.
- 2.15** 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 Committee Chairs and Vice-Chairs on a regular basis and on a biannual basis the Leader, Deputy Leader, Cabinet Members and Scrutiny Committee Chairs and Vice-Chairs to meet to allow both the Cabinet and Scrutiny FWP 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 \(valeofglamorgan.gov.uk\)](#).
- 2.16** To assist Members following the Member Induction Programme, an Effective Scrutiny Workshop was held in March 2024 regarding the tools to support effective Scrutiny roles and the responsibilities as set out in the Council's Constitution (Elected Members in their Roles as Chairs / Vice-Chairs and Members of Scrutiny Committees). This also included the re-launch of the Scrutiny and Cabinet Roles and Responsibilities Protocol approved by Cabinet on 21<sup>st</sup> May, 2021 and hyperlinked above in paragraph 2.18. A report on the outcomes of the Effective Scrutiny Workshop was presented to the Scrutiny

Committee Chairs and Vice-Chairs Group on 28<sup>th</sup> May, which subsequently referred the report to the Democratic Services Committee on 1<sup>st</sup> July.

- 2.17** In response to the 2019/20 Scrutiny Impact Member Survey, published in February 2020, the Scrutiny Committee Chairs and Vice-Chairs Group on 3<sup>rd</sup> 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.
- 2.18** 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](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 2023-24 Annual Report is expected to be presented to Full Council on 30<sup>th</sup> September.
- 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>

### **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 2023/24.](#)

[Scrutiny Committees Annual Report May 2023 – April 2024.](#)

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

[Cabinet Quarterly Work Programmes – April to June 2024 and July to September 2024.](#)

## 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				
<b>Min. No. 520 – Quarter 2 2019/20 Performance Report: An Inclusive and Safe Vale (DEH) – Recommended</b>	Homes & Safe Communities			
(4) That a report identifying an appropriate housing solution for the Traveller community would be presented to the Committee in the future following its review at Cabinet.			<p>Added to work programme schedule. At the meeting on 15<sup>th</sup> January, 2020 Committee recommended that this recommendation be shown as ongoing. (Min No 591 refers)</p> <p>At the meeting on 9<sup>th</sup> December, 2020 Committee was notified that the Strategic Housing Group met in early December with a draft report concerning this tabled at the meeting and the outcome being a further report drafted on this topic to go to Cabinet in early 2021, with work ongoing in order to resolve this and with further updates or the report to come to the Committee in due course.</p> <p>A report was submitted on this matter to Cabinet on 22<sup>nd</sup> March, 2021. (Min No C533 refers) This was referred to the Committee for their consideration on 14<sup>th</sup> April, 2021. The comments and recommendations made by the Committee will be referred back to Cabinet. (Min No 548 refers)</p> <p>Cabinet, at its meeting on 12<sup>th</sup> May 2021 resolved [1] That the Cabinet report comprehensively addressed the level of search to further investigate other alternatives to the land currently used at the Gypsy and Traveller site at Hayes Road, Sully that had taken place to date.</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 13<sup>th</sup> 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 15<sup>th</sup> 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
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			<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 5<sup>th</sup> 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 19<sup>th</sup> 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 8<sup>th</sup> 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 15<sup>th</sup> August, 2023, they are currently awaiting a response from Welsh Government regarding the Gypsy and Traveller Accommodation Assessment that was submitted to</p>	
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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>them by the Council. Further updates will be provided once the Welsh Government has responded.</p> <p>At the meeting on 6<sup>th</sup> December 2023, regarding the Chair’s query on the delivery of a potential Gypsy and Traveller site in line with the findings of the 2023 Gypsy and Traveller Accommodation Needs Assessment, although no new sites had come forward, new opportunities were being looked at and attempts were being made to have a greater dialogue with the community in question over potential sites via a mediator to help break down barriers. (Min No 613 refers)</p>	

## 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				
<b>Min. No. 549 – Update on the DAARC Service (Domestic Abuse Assessment and Referral Co-Ordinator) (DEH) – Recommended</b>				
(3) That the DAARC service have greater engagement with support groups concerning domestic abuse.			<p>At the meeting held on 13<sup>th</sup> 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 15<sup>th</sup> 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

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
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			<p>Following the meeting of the Committee on 10<sup>th</sup> January 2024, and in relation to the decision tracking and forward work programme report, a further update was forwarded to Committee Members, as follows:</p> <p>“The VAWDASV manager for the Local Authority continues to work with all statutory and third sector partners within the VAWDASV sector. Statutory agencies and third sector engage with victims of domestic and sexual violence with the victims consents. Currently there are twice weekly and fortnightly multi agency meetings which are held to discuss high risk victims of domestic abuse to ensure safety planning is reviewed and actions updated. The victims views are reflected and taken into consideration whilst actions are discussed these are then fed back to the victim. The Domestic Abuse, Assessment and Referral Co-ordinator (DAARC) continues to make contact with all standard and medium victims of domestic abuse (where consent has been given) individuals and their family will then signposted depending on their requests and situation.</p> <p>The VAWDASV manager attends various meetings with Welsh Government, The Home Office, The Police and Crime Commissioners Office and Police. The priority at present is working and contributing to the 6 Blueprint workstreams, the focus being engagement with victims, perpetrator programmes and working with children. We also work closely with VALEDAS to ensure victims are supported, during these meetings there will often be new initiatives and campaigns to ensure victims on domestic abuse are aware of services that will support them.</p> <p>Joint visits are often conducted between housing,</p>	
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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
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			VALEDAS, health and police when this is deemed necessary. The Council's Community safety department often arranges events that aim to engage the public, training sessions and information is shared via the Community Safety Monthly highlight report."	
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# Uncompleted Recommendations

4<sup>th</sup> 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

<b>10 January 2024</b>				
<b>Min. No. 674 – Call-In: Safer Vale Partnership Strategy 2023-28 – Recommended</b>	Homes & Safe Communities			
(2) That the relevant Vale of Glamorgan Council Officers meet with the Chair and Vice-Chair of this Committee in order to discuss a mechanism for the regular reporting, oversight and scrutiny of the Strategy going forward as well as further updates on the governance, engagement and communication around this to the Committee.			This is currently being looked at by officers in Housing Services and Community Safety.	Ongoing

## Uncompleted Recommendations

1<sup>st</sup> Quarter 2024-25

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

**10 April 2024**

<b>Min. No. 983 – Changes to the Welsh Housing Quality Standards 2023 (DEH) – Recommended</b>	Homes & Safe Communities			
(2) That the Committee receive a further report, on a six-monthly basis, in order to provide an update on, and to consider the implications and impacts of, undertaking this long-term piece of work on Council capacity, resources and on its tenants.			Added to the Scrutiny Committee's Forward Work Programme.	Completed

**15 May 2024**

<b>Min. No. 30 – Presentation: Council Housing Development Update – Recommended</b>	Homes & Safe Communities			
(2) That the Council ensures that any acquisitions of housing properties are consulted upon fully with the relevant Elected Ward Member prior to purchase. Also, if appropriate or required, any significant purchases of housing properties within the Vale of Glamorgan be considered for call-in or referral to this Committee for the appropriate scrutiny.			Further information is being sought and will be shared with the Committee once available.	Ongoing
<b>Min. No. 32 – Local Housing Market Assessment (LHMA) 2023 (DEH) – Recommended</b>	Homes & Safe Communities			
(1) That, having considered the Local Housing Market Assessment (LHMA) 2023 attached at Appendix A, the following comment be referred to Cabinet as part of their consideration on the LHMA: <ul style="list-style-type: none"> <li>The Committee wished to highlight the importance of the Council considering the provision of suitable housing for older persons (including retirement housing and housing with care, as referred to in the LHMA report) in order to address the growing shift to an ageing population within the Vale of Glamorgan and thereby 'future proof' the County's housing provision and related needs for its</li> </ul>			Cabinet, at its meeting on 23 <sup>rd</sup> May, 2024, resolved THAT the discussion and comments of the Homes and Safe Communities Scrutiny Committee on 15 <sup>th</sup> May, 2024 be noted and the Recommendations endorsed. (Min No C9 refers)	Completed

## Uncompleted Recommendations

1<sup>st</sup> Quarter 2024-25

## 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
residents. It was important that such considerations be fully embedded within Council policies, strategies and planning (i.e. the Vale of Glamorgan Council's Replacement Local Development Plan).				
<b>12 June 2024</b>				
<b>Min. No. 114 – Development of the Corporate Plan 2025-2030, Panel Performance Assessment and Annual Performance Calendar 2024/25 (REF) – Recommended</b>	Homes & Safe Communities			
(1) That the Chief Executive's Office be asked to provide further details concerning the consultation process and the engagement plan for the Annual Self-Assessment to this Committee and that a commitment be made to ensure that those groups that cannot engage digitally in this process be consulted via alternative means, such as the provision of hard copies of the relevant documentation			This recommendation has been addressed in the Draft Vale of Glamorgan Council Annual-Self Assessment 2023/24 that was referred to this Committee (and other scrutiny committees) on 11 <sup>th</sup> September 2024, and was referred to in paras 2.8 and 2.13-2.17.	Completed
(2) That Cabinet consider the Committee's suggestion that as part of the consultation process for the Vale of Glamorgan Council's Annual Self-Assessment the response rate is monitored. Should it become apparent midway in this process that the consultation response rates are relatively low, consideration should be given to extend the consultation period if required and that this should also be shared with those Council Officers with the relevant delegated powers in order to implement this extension.			Cabinet, at its meeting on 11 <sup>th</sup> May, 2024, noted the Scrutiny Committee's discussion and comments. (Min No C48 refers)	Completed



# Uncompleted Recommendations

2<sup>nd</sup> Quarter – 2024/25

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

<b>10 July 2024</b>				
<b>Min. No. 197 – Shared Regulatory Services Business Plan (DEH) – Recommended</b>	Homes & Safe Communities			
(2) That the report be shared with all Elected Members of the Vale of Glamorgan Council.			Report emailed to all Members on 30 <sup>th</sup> July, 2024.	Completed
<b>Min. No. 198 – Work to Tackle Poverty and the Current Cost Of Living Crisis (CX) – Recommended</b>	Homes & Safe Communities			
(3) That the Committee visit the Vale Foodbank to see the work being undertaken to address food insecurity and related issues within the Vale of Glamorgan.			This is currently being looked into and further updates will be provided in due course.	Ongoing
(4) That, following consideration of the report by the Committee, the following comment be referred to Cabinet for their consideration, as well as that of the relevant Vale of Glamorgan Council officers: <ul style="list-style-type: none"> <li>• The Committee felt that it was important for the Vale of Glamorgan Council to review whether the data it collected provided sufficient detail on how easy it was for residents to access the benefits, entitlements and financial support that the Council administered locally. This would tie in with the work currently being undertaken to develop the Welsh Benefits Charter (as detailed in the report) and its aim of making it easier for people in Wales to claim Welsh Benefits they were entitled to.</li> </ul>			Cabinet, at its meeting on 5 <sup>th</sup> September, 2024, resolved [1] THAT the comments of the Learning and Culture Scrutiny Committee be noted and endorsed. [2] THAT the Committee’s recommendation to Cabinet be endorsed as it complimented work already underway to ensure people were aware of entitlements they could gain access to, e.g. pension credits. The Council would keep a watching brief on the development of the Welsh Benefits Charter and would continue to work in partnership with agencies such as the DWP and Older People’s Forum to ensure communication was communicated effectively. (Minute No C95 refers)	Completed
<b>Min. No. 199 – Public Services Board (PSB) Project Update: Working with People who Live in our Communities that Experience Higher Levels of Deprivation (CX) – Recommended</b>	Homes & Safe Communities			
(2) That Members receive further updates on the work of this project during the year, in addition to the progress reported as part of the Public Services Board Annual Report, with those updates to be provided on a six-monthly basis.			Added to the Scrutiny Committee’s Forward Work Programme.	Completed

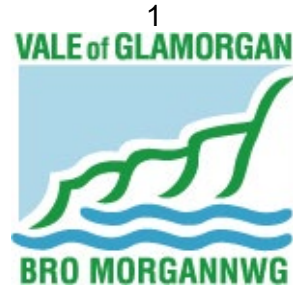
# Uncompleted Recommendations

2<sup>nd</sup> Quarter – 2024/25

Appendix E  
Jul - Sep 2024

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

<b>11 September 2024</b>				
<b>Min. No. - Annual Corporate Safeguarding Report: 2023/2024 (REF) – Recommended</b>	Homes & Safe Communities			
(2) That a report on the work of the Channel Panel and Prevent programme within the Vale of Glamorgan be presented to a future meeting of this Committee.			Added to the Scrutiny Committee’s Forward Work Programme.	Completed



Appendix F

Vale of Glamorgan Council  
Homes and Safe Communities Scrutiny Committee

# Forward Work Programme

May 2024 – April 2025

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 2024	4th Quarter Scrutiny Recommendation Tracking 2023/24 and Proposed Annual Forward Work Programme Schedule 2024/25.	Last report in <a href="#">January 2024</a> .	To report progress on 2023/24 Scrutiny recommendations and to confirm the Committee's proposed Annual Forward Work Programme for 2024/25..	To maintain effective tracking of the Committee's recommendations and Work Programme.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 <a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	<a href="#">Presented to the Committee on 15 May 2024.</a>
May 2024	2024 Update to the Housing Support Grant Delivery Plan 2022-2025.	Last report in <a href="#">March 2024</a> .	To inform the Scrutiny Committee of the updated Housing Support Grant Delivery plan and HSG spend plan 2024-2025.	To ensure that the HSG Spend Plan 2024-2025 is submitted to Welsh Government by the deadline in accordance with the Housing Support Grant (HSG) conditions.	Hedd Wyn John, Supporting People Coordinator <a href="mailto:hjjohn@valeofglamorgan.gov.uk">hjjohn@valeofglamorgan.gov.uk</a>	<a href="#">Presented to the Committee on 15 May 2024.</a>

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May 2024	Local Housing Market Assessment (LHMA) 2023		For Committee to review the 2023 Local Housing Market Assessment.	For Committee to consider the latest iteration of the LHMA.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	<a href="#">Presented to the Committee on 15 May 2024.</a>
May 2024	Council Housing Development Update.	New Presentation.	To update Members on the progress of this programme.	For Members to scrutinise the progress being made in this area.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>  Andrew Freeguard. Operational Manager - Housing Development. <a href="mailto:afreeguard@valeofglamorgan.gov.uk">afreeguard@valeofglamorgan.gov.uk</a>	<a href="#">Presented to the Committee on 15 May 2024.</a>
June 2024	Shared Regulatory Services Business Plan.	Last report in <a href="#">June 2023</a>	To provide the opportunity for pre decision scrutiny of the Shared Regulatory Services Business Plan.	That the Scrutiny Committee notes the content of this report and consider the content of the draft SRS Business Plan.	Helen Picton Shared Regulatory Services <a href="mailto:hpicton@valeofglamorgan.gov.uk">hpicton@valeofglamorgan.gov.uk</a>	Slipped to July's Committee meeting, due to ongoing work on drafting the Plan, which meant it was not ready for the meeting in June.
June 2024	Development of the Corporate Plan 2025-2030,	Last report in <a href="#">June 2023.</a>	To outline the approach to developing a new	To ensure the Council fully discharged its	Julia Archampong Corporate Performance Manager 01446 709318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	<a href="#">Presented to the Committee on 12 June 2024.</a>

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	Panel Performance Assessment and Annual Performance Calendar 2024/25.	This report is a reference from Cabinet: 6 June 2024.	Corporate Plan for 2025-2030, arrangements and proposed scope for the Panel Performance Assessment and to present the Vale of Glamorgan Annual Performance Calendar for 2024/25.	duties under both the Well-being of Future Generations (Wales) Act 2015 (WBFG) and the Local Government and Elections (Wales) Act 2021 (LG&E) to publish annual Well-being Objectives, keep performance under review and consult and report on performance through an annual self-assessment relating to the previous financial year.		
July 2024	Closure of Accounts.	Last report in <a href="#">July 2023</a>	The accounts are complete, and this report is to inform Scrutiny of the provisional	To inform Committee of the outturn, the financial	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Slipped to September's meeting instead, when the report will

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			financial position of the Council for the previous financial year.	measures taken and proposed, as well as the allocation of the surplus to support the delivery of schemes supporting key priorities identified by the Council.		be finalised / available.
July 2024	Capital Closure of Accounts.	Last report in <a href="#">July 2023</a> .	The accounts are complete, and this report is to inform Scrutiny of the provisional financial position of the Council's Capital Programme for the previous financial year.	Members aware of the provisional financial position and actions that have been taken.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Slipped to September's meeting instead, when the report will be finalised / available.
July 2024	Corporate Safeguarding Annual Report	Cabinet Forward Work	To update Cabinet on the work that has been undertaken	To ensure that Committee is aware of recent developments in	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	Slipped to September's meeting (updated following the

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		Programme Item.	in relation to Corporate arrangements for Safeguarding across the Council.	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.		presentation of the 4th Quarter Scrutiny Recommendation Tracking 2023/24 and Proposed Annual Forward Work Programme Schedule 2024/25, as part of the approved recommendations for this report by the Committee at its meeting on the 15 <sup>th</sup> May 2024 – <a href="#">Min no. 33 refers</a> ).



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July 2024	1 <sup>st</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule.	Last municipal year 4 <sup>th</sup> Quarter received in <a href="#">May 2024</a> .	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 <a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	To be slipped to October's meeting in order to capture Q1 and Q2 data.
July 2024	Work to Tackle Poverty and the Current Cost of Living Crisis.	Cabinet Forward Work Programme Item / new report for the Committee.	To update on work undertaken to tackle poverty and the current cost of living crisis.	For the consideration of the Scrutiny Committee and Cabinet.	Andreas Pieris-Plumley Policy Officer Corporate Strategy and Insight <a href="mailto:apieris-plumley@valeofglamorgan.gov.uk">apieris-plumley@valeofglamorgan.gov.uk</a>  Tom Bowring Director of Corporate Resources <a href="mailto:TBowring@valeofglamorgan.gov.uk">TBowring@valeofglamorgan.gov.uk</a>  Helen Moses Operational Manager - Corporate Strategy and Insight <a href="mailto:hmoses@valeofglamorgan.gov.uk">hmoses@valeofglamorgan.gov.uk</a>	The Corporate Performance and Resources Committee endorsed the recommendation that this Committee receive future reports on this area.  <a href="#">Presented to the Committee on 10 July 2024.</a>

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July 2024	Annual Delivery Plan Monitoring Report: Quarter 4/ End of Year Performance.	Cabinet Forward Work Programme Item.  Quarter 3 received in <a href="#">March 2024</a> .	To present the Council's performance against the Annual Delivery Plan for Q4/End of Year.	To ensure the Council clearly demonstrates the progress being made towards achieving its commitments in the Annual Delivery Plan and meet its performance requirements.	Miles Punter Director of Environment & Housing <a href="mailto:mepunter@valeofglamorgan.gov.uk">mepunter@valeofglamorgan.gov.uk</a>  Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	<a href="#">Presented to the Committee on 10 July 2024.</a>

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July 2024	Shared Regulatory Services Business Plan.	Last report in <a href="#">June 2023</a> .	For Committee to consider the Shared Regulatory Services Business Plan 2024-25.	In order that Committee has an opportunity to consider the Business Plan, including a number of key areas of relevance to them for their attention.	Helen Picton Shared Regulatory Services <a href="mailto:hpicton@valeofglamorgan.gov.uk">hpicton@valeofglamorgan.gov.uk</a>	<a href="#">Presented to the Committee on 10 July 2024.</a>
July 2024	Public Services Board (PSB) Project Update: Working with people who live in our communities that experience higher levels of deprivation.	The Corporate Performance and Resources Scrutiny Committee requested the work of the PSB also be reported to other Committees whose remits align to	To present an overview of the work of the PSB led project where partners are working with people who live in our most deprived communities.	To enable Members to consider the work with people who live in local communities that experience higher levels of deprivation and feedback any comments to the PSB.	Tom Bowring Director of Corporate Resources <a href="mailto:TBowring@valeofglamorgan.gov.uk">TBowring@valeofglamorgan.gov.uk</a>  Helen Moses Operational Manager - Corporate Strategy and Insight <a href="mailto:hmoses@valeofglamorgan.gov.uk">hmoses@valeofglamorgan.gov.uk</a>  Sarah Cutting Senior Community Development Officer <a href="mailto:scutting@valeofglamorgan.gov.uk">scutting@valeofglamorgan.gov.uk</a>	<a href="#">Presented to the Committee on 10 July 2024.</a>

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		elements of its work.				
<b>AUGUST RECESS – NO MEETINGS</b>						
September 2024	Draft Vale of Glamorgan Annual Self Assessment Report.	Reference from Cabinet.	Seeking members views on the Draft Vale of Glamorgan Annual Self-Assessment Report as part of the consultation.	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	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 11 September 2024.</a>  The accompanying reference to the above report / link is <a href="#">here</a> and presentation <a href="#">here</a> .

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				Annual Self-Assessment report and their views informed the Council's approach to meeting the new performance requirements.		
September 2024	Annual Delivery Plan Monitoring Report: Quarter 1 Performance.	Cabinet Forward Work Programme Item.  Last report received for Quarter 4 in <a href="#">July 2024</a> .	To present quarter 1 performance results.	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes.	Miles Punter Director of Environment & Housing <a href="mailto:mepunter@valeofglamorgan.gov.uk">mepunter@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 11 September 2024.</a>
September 2024	Closure of Accounts 2023/24.	Last report received in <a href="#">July 2023</a> .	To inform Committee of the provisional financial position of the Council for the 2023/24 financial year.	To inform Committee of the outturn and the financial measures taken and proposed.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 11 September 2024.</a>

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September 2024	Capital Closure of Accounts 2023/24.	Last report received in <a href="#">July 2023</a> .	To inform Committee of the provisional financial position of the Council's Capital programme for the 2023/24 financial year.	To inform Committee of the year end position, additional schemes, changes and approved slippage to the Capital Programme in 2022/23.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 11 September 2024</a> .
September 2024	Quarter 1 Revenue Monitoring 2024/25.	Cabinet Forward Work Programme Item.	To advise Committee of the Quarter 1 Revenue Monitoring position.	That Members are aware of the projected revenue outturn for the period and the original budget for virement requests.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 11 September 2024</a> .
September 2024	Corporate Safeguarding Annual Report	Cabinet Forward Work Programme Item.	To update the Committee on the work that has been undertaken in relation to Corporate arrangements for	To ensure that Committee is aware of recent developments in corporate arrangements for safeguarding. To	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	Slipped to September's meeting (updated following the presentation of the 4th Quarter Scrutiny Recommendation

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			Safeguarding across the Council.	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).		Tracking 2023/24 and Proposed Annual Forward Work Programme Schedule 2024/25, as part of the approved recommendations for this report by the Committee at its meeting on the 15 <sup>th</sup> May 2024 – <a href="#">Min no. 33 refers</a> ).  <a href="#">Presented to Committee on 11 September 2024.</a>
September 2024	Draft Corporate Plan 2025-2030.	Cabinet Forward Work Programme Item.	To review the draft Corporate Plan as part of its consultation.	To consult on the Plan.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	Slipped to November's meeting (ongoing work).
September 2024	Capital Monitoring for the period 1st April to 30th June 2024.	Cabinet Forward Work	To advise Committee of the progress on the	That Members are aware of the progress on the Capital	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	<a href="#">Presented to Committee on 11 September 2024.</a>

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		Programme Item.	Capital Programme for the period 1st April to 30th June within their remit.	Programme, the use of Delegated Authority, the use of Emergency Powers and changes to the Capital Programme.		
October 2024	Youth Justice and Early Support Service (YJESS): End of Year Performance Report	Last report in <a href="#">October 2023</a> .	To inform Scrutiny Committee about the End of Year Performance of the Youth Justice and Early Support Service (YJESS).	To ensure Scrutiny are able to exercise oversight of the YJESS performance against UK/devolved/local indicators.	Kirsty Davies Youth Offending Service Manager <a href="mailto:kidavies@valeofglamorgan.gov.uk">kidavies@valeofglamorgan.gov.uk</a>	Added to the agenda for October's meeting (agenda / report hyperlink to follow).
October 2024	1 <sup>st</sup> and 2 <sup>nd</sup> Quarter Scrutiny Recommendation Tracking 2024/25 and Updated Committee Forward Work Programme	Previous update in <a href="#">May 2024</a> .	To report progress on the Scrutiny recommendations and to confirm the Committee's work programme.	To maintain effective tracking of the Committee's recommendations.	Liz Whitaker Democratic and Scrutiny Services Officer <a href="mailto:ewhitaker@valeofglamorgan.gov.uk">ewhitaker@valeofglamorgan.gov.uk</a>  Mark Thomas Democratic and Scrutiny Services Officer	Added to the agenda for October's meeting (agenda / report hyperlink to follow).



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	Schedule 2024/25.				<a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	
October 2024	Refresh of Medium-Term Financial Plan (MTFP) 2025/26 to 2029/30. (Pre-settlement).	Cabinet Forward Work Programme Item.	To refresh spend and funding assumptions and update on the next steps for approving the Medium Term Financial Plan and setting the 2025/26 Budget in March 2025.	To ensure an open and transparent approach to financial management in line with the approved Financial Strategy final proposal on the budget.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	This has been slipped to December / January's meeting due to updates on the budget in December 2024.
November 2024	Update on the Changes to The Welsh Housing Quality Standards 2023	Last report in <a href="#">April 2024</a> .	To provide a six monthly update on, and to consider the implications and impacts of, undertaking this long-term piece of work on Council capacity,	In order for the Committee to be kept informed on the progress of implementing the new Welsh Housing Quality Standards.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	This report was requested by the Committee at its meeting in April 2024 ( <a href="#">Min No. 983 refers</a> ).

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			resources and on its tenants.			
November 2024	Presentation by the South Wales Police and Crime Commissioner (PCC).	New presentation, following an Elected Member's request for consideration.	To update Members on the PCC's priorities and its impact on the Vale of Glamorgan.	In order that Councillors can better understand her priorities for the role and how they will impact upon the Vale of Glamorgan.	TBC.	
November 2024	Programme Delivery Plan.	New report	To update Members on this Plan (which includes areas around social housing delivery priorities, social housing grants, rents, etc.).	For Committee's consideration and scrutiny.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	
November 2024	Draft Corporate Plan 2025-2030.	Cabinet Forward Work Programme Item.	To review the draft Corporate Plan as part of its consultation.	To consult on the Plan.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	Slipped to November's meeting due to ongoing work.
November 2024	Presentation on Warm Homes	New item; previously	To update Members on	To raise Members'	Marcus Goldsworthy Director of Place	

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	Wales / 'ECO4' Programme.	raised at Committee.	home energy efficiency measures, and other parts of this programme.	awareness and for their scrutiny.	<a href="mailto:mjgoldsworthy@valeofglamorgan.gov.uk">mjgoldsworthy@valeofglamorgan.gov.uk</a>	
November/ December 2024	Revenue Monitoring – Q2.	Last report in <a href="#">September 2024</a> .	To advise Committee of the progress relating to revenue and capital expenditure for the period.	That Members are aware of the projected revenue outturn.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	
November/ December 2024	Capital Monitoring – Q2.	Last report in <a href="#">September 2024</a> .	To advise Committee of the progress relating to revenue and capital expenditure for the period.	That Members are aware of the projected revenue outturn.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	
December 2024	Initial Housing Revenue Account (HRA) Budget Proposals 2025/26 and Revised Budget 2024/25.	Cabinet Forward Work Programme Item.	To gain Cabinet's approval for the initial budget proposals for 2025/26 relating to the Housing Revenue Account	To allow scrutiny of the HRA.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	

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			so that the proposals may be submitted to Scrutiny Committee for consultation and to revise the 2024/25 budget.			
December 2024	Corporate Safeguarding Mid Term Report.	Cabinet Forward Work Programme Item.	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 (mid-year report).	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 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	Slipped to January's meeting (updated following the presentation of the 4th Quarter Scrutiny Recommendation Tracking 2023/24 and Proposed Annual Forward Work Programme Schedule 2024/25, as part of the approved recommendations for this report by the Committee at its meeting on the 15 <sup>th</sup>

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						May 2024 – <a href="#">Min no. 33 refers</a> ).
December 2024	Annual Delivery Plan Monitoring Report: Quarter 2.	Cabinet Forward Work Programme Item.  Quarter 1 received in September 2024.	To present quarter 2 performance results in delivering the 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 Corporate Plan Well-being Outcomes aimed at making a positive difference to the lives of Vale of Glamorgan citizens.	Miles Punter Director of Environment & Housing <a href="mailto:mepunter@valeofglamorgan.gov.uk">mepunter@valeofglamorgan.gov.uk</a>	
December 2024	Public Services Board (PSB) Project Update: Working with people who live in our communities that experience higher levels of deprivation.	<a href="#">Presented to the Committee on 10 July 2024.</a>	To present an overview of the work of the PSB led project where partners are working with people who live in our most	To enable Members to consider the work with people who live in local communities that experience higher levels of deprivation and	Tom Bowring Director of Corporate Resources <a href="mailto:TBowring@valeofglamorgan.gov.uk">TBowring@valeofglamorgan.gov.uk</a>  Helen Moses Operational Manager - Corporate Strategy and Insight <a href="mailto:hmoses@valeofglamorgan.gov.uk">hmoses@valeofglamorgan.gov.uk</a>	It was recommended at July's meeting of Homes and Safe Communities ( <a href="#">Min no. 199 refers</a> ) that Members receive further updates on

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			deprived communities.	feedback any comments to the PSB.	Sarah Cutting Senior Community Development Officer <a href="mailto:scutting@valeofglamorgan.gov.uk">scutting@valeofglamorgan.gov.uk</a>	the work of this project during the year, with those updates to be provided on a six-monthly basis.
December 2024	Update - Tenant & Leaseholder Participation Strategy / STAR survey Improvement Plan.	New report; previously report related to the <a href="#">Tenant &amp; Leaseholder Participation Strategy 2021 – 2026 in January 2022.</a> To be combined with the STAR survey Improvement Plan.	Update the Committee on these areas.	For Committee's scrutiny and consideration.	Farida Aslam Senior Neighbourhood Manager 02920673095 faslam@valeofglamorgan.gov.uk	
December 2024 /	Refresh of Medium-Term Financial Plan	Cabinet Forward Work	To refresh spend and funding assumptions and	To ensure an open and transparent	Laura Davis Finance Support Manager 01446 704639	This has been slipped to December/January's

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January 2025	(MTFP) 2025/26 to 2029/30. (Pre-settlement).	Programme Item.	update on the next steps for approving the Medium Term Financial Plan and setting the 2025/26 Budget in March 2025.	approach to financial management in line with the approved Financial Strategy final proposal on the budget.	<a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	meeting due to updates on the budget in December 2024.
January 2025	Annual Delivery Plan Consultation Draft.	Reference from Cabinet.	Member Consultation.	To ensure that all Scrutiny Committees have the opportunity to consider the draft Annual Delivery Plan and provide feedback as part of the programme of consultation.	Julia Archampong, Corporate Performance Manager. 01446 709 318 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	
January 2025	3rd Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule.	Previous update in October 2024	To report progress on the Scrutiny recommendations [Oct, Nov & Dec]] and to confirm	To maintain effective tracking of the Committee's recommendations.	Liz Whitaker Democratic and Scrutiny Services Officer <a href="mailto:ewhitaker@valeofglamorgan.gov.uk">ewhitaker@valeofglamorgan.gov.uk</a>	

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			the Committee's work programme.			
January 2025	Housing Support Grant Annual Delivery Plan.	Cabinet Forward Work Programme item.	To adopt the draft Housing Support Grant Delivery Plan and seek authorisation for its submission to Welsh Government.	To ensure that the Committee can scrutinise the Plan effectively.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	This report is to be slipped to March's Committee meeting instead. This is due to the work required after the announcement of the indicative allocation by Welsh Government in late December.
January 2025	Final Housing Revenue Account (HRA) Budget Proposals and Rent Setting.	Previous reference / report in <a href="#">January 2024</a> .	To set the HRA budget for the financial year, set the rents and service charges for the forthcoming rent year.	For consideration and scrutiny by the Committee.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	
January 2025	Corporate Safeguarding Mid Term Report.	Cabinet Forward Work Programme Item.	To provide a summary on the activity that has been undertaken in relation to	To ensure that there is a wide-reaching level of Member oversight	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	Slipped to January's meeting (updated following the presentation of the 4th Quarter 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
			Corporate arrangements for Safeguarding across the Council. To provide assurance around safeguarding activity taking place across the Council (mid-year report).	regarding this important area and scrutiny of developments relevant to committee portfolios.		Recommendation Tracking 2023/24 and Proposed Annual Forward Work Programme Schedule 2024/25, as part of the approved recommendations for this report by the Committee at its meeting on the 15 <sup>th</sup> May 2024 – <a href="#">Min no. 33 refers</a> ).
February 2025	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 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
February 2025	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 other consultees before making a final proposal on the budget.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	
February 2025	Revenue Monitoring – Q3.	Cabinet Forward Work Programme Item.	To advise Committee of the progress relating to revenue 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 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	
February 2025	Capital Monitoring – Q3.	Cabinet Forward Work	To advise Committee of the progress relating	That Members are aware of the projected revenue	Laura Davis Finance Support Manager 01446 704639	

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
		Programme Item.	to capital expenditure for the period.	outturn. The Capital Economic Regeneration Reserve is managed effectively, and budgets are matched to operational responsibilities.	<a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	
February 2025	Update on the work being undertaken as part of the Rapid Rehousing Plan.	New report	That the Committee be provided with updates on the conversion of existing Council and non-residential buildings to increase the supply of permanent and temporary accommodation, as well as other related areas. i.e.	For Committee to receive updates on the work being undertaken in these areas, as part of the Council's efforts to tackle homelessness and implement rapid rehousing.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	Recommended by the Committee at its meeting on 7 <sup>th</sup> February 2024 ( <a href="#">Min No. 796 refers</a> ).

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			the Emphasis project.			
February 2025	Vale of Glamorgan Council – Proposed Fees and Charges for 2025/2026.	Cabinet Forward Work Programme	To propose changes in service charges for functions managed by the Council.	For Committee scrutiny of those areas in its remit.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	
February / March 2025	Community Investment Strategy	Previously shared with Committee.	Update on this Strategy.	For Committee scrutiny.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	Details TBC.
February 2025	Migration to the Digital Housing System (NEC) (formerly update / report on digital self-service for housing and repairs (part of the Digital Strategy)).	Previous presentation at meeting held in <a href="#">April 2022</a> .	To update Members on the progress made in relation to the Council's digital self-service system. At this time, this will possibly relate to the Council's implementation of the housing and	For Member's awareness, comment and scrutiny.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	A wider digital update to be provided in 2025. Slipped into 2024/2025 period accordingly.

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
			repair system only.			
March 2025	Service Plans and Target Setting to deliver the Annual Delivery Plan.	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 <a href="mailto:jarchampong@valeofglamorgan.gov.uk">jarchampong@valeofglamorgan.gov.uk</a>	
March 2025	Annual Delivery Plan Monitoring Report: Quarter 3 Performance.	Cabinet Forward Work Programme Item.  Quarter 2 Received December 2024.	To present quarter 3 performance results for the Corporate Plan Well-being Outcomes.	To ensure the Council clearly demonstrates the progress being made towards achieving its Corporate Plan Well-being Outcomes.	Miles Punter Director of Environment & Housing <a href="mailto:mepunter@valeofglamorgan.gov.uk">mepunter@valeofglamorgan.gov.uk</a>	
March 2025	Housing Revenue Account Business Plan.	Cabinet Forward Work	To obtain approval for the Plan	For Member comment and scrutiny.	Mike Ingram Head of Housing and Building Services 01446 709516	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
		Programme Item.			<a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	
March 2025	Civil Protection Unit (CPU) Update	Previous update in <a href="#">March 2024</a> .	To update the Homes and Safe Communities Scrutiny Committee on the operational work plan for the Civil Protection Unit and other key areas it covers.	To ensure that Members of the Homes and Safe Communities Scrutiny Committee are aware of this work.	Debbie Spargo Principal Civil Protection Officer 029 20673044 <a href="mailto:DASpargo@valeofglamorgan.gov.uk">DASpargo@valeofglamorgan.gov.uk</a>	
March 2025	Youth Justice Plan	Previous update in <a href="#">March 2024</a>	To inform Scrutiny Committee about the Youth Justice Plan.	To enable elected members to have effective oversight of the work of the Youth Justice and Early Support Service (YJESS), and understand what and how services are being delivered.	Kirsty Davies Youth Offending Service Manager <a href="mailto:kidavies@valeofglamorgan.gov.uk">kidavies@valeofglamorgan.gov.uk</a>	
March 2025	Housing Support Grant Annual Delivery Plan.	Cabinet Forward Work	To adopt the draft Housing Support Grant Delivery	To ensure that the Committee can	Mike Ingram Head of Housing and Building Services 01446 709516	This report to be slipped to March's Committee meeting

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
		Programme item.	Plan and seek authorisation for its submission to Welsh Government.	scrutinise the Plan effectively.	<a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	instead. This is due to the work required after the announcement of the indicative allocation by Welsh Government in late December.
April 2025	Update on the Changes to The Welsh Housing Quality Standards 2023	Last report in November 2024.	To provide a six monthly update on, and to consider the implications and impacts of, undertaking this long-term piece of work on Council capacity, resources and on its tenants.	In order for the Committee to be kept informed on the progress of implementing the new Welsh Housing Quality Standards.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	
April 2025	Youth Justice and Early Support Service (YJESS) Mid-year Performance Report.	Previous report in <a href="#">April 2024</a> .	To inform Scrutiny Committee about the Mid-Year performance of the Youth Justice	To ensure that elected Members are able to exercise oversight of the YJESS and its performance	Kirsty Davies Youth Offending Service Manager <a href="mailto:kidavies@valeofglamorgan.gov.uk">kidavies@valeofglamorgan.gov.uk</a>	

Month	Report Title	Origin of Report, Links to Corporate Plan Objectives, and Previous Related Documents	Purpose of Report	Actual Impact of Report	Responsible Officer and Contact Details	Comment / Update / Reason for Slippage
			and Early Support Service (YJESS).	against designed indicators (UK, devolved and local).		

**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 / annual CCTV update.	Deborah Gibbs Principal Community Safety Officer 01446 450200 <a href="mailto:DGibbs@valeofglamorgan.gov.uk">DGibbs@valeofglamorgan.gov.uk</a>	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 in future.  Further update to be provided to the Committee on the new CCTV system. Date to be confirmed.
Regional Domestic Abuse Strategy/Serious Violence Strategy	Mike Ingram Head of Housing and Building Services 01446 709516	Details to be confirmed.



	<a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	
Housing Compliance Policy and Procedures	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	Details to be confirmed. To (possibly) be presented in conjunction with the Housing Business Plan.
Housing Development Strategy and Acquisitions Policy update (including possible regional partnership).	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	Possibly a Cabinet referral or standalone update to Scrutiny, including RSLs, etc. TBC.
Community Investment Strategy	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	This update is currently being drafted and collated. Will look to share with the Committee in the latter part of 2024/2025.
Local Housing Market Assessment (LHMA)	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	For Committee consideration of the latest iteration of the LHMA.
Overview on work around resettlement and asylum ('County of Sanctuary').	TBC	TBC
Update on the Safer Vale Strategy.	Debbie Gibbs Principal Community Safety Officer <a href="mailto:dgibbs@valeofglamorgan.gov.uk">dgibbs@valeofglamorgan.gov.uk</a>	Biannual / annual update on performance against the actions from the Safer Vale Strategy. Date of next report to be confirmed.
Report on the emerging risk of vaping for younger people (SRS).	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	This has been adopted by the Vale of Glamorgan Council. Update to be provided to the Committee once ready, as part of the wider Safer Vale Strategy and Community Safety update.
Overview/update concerning 'Value in the Vale'.	TBC	TBC
Housing Acquisitions Policy - refresh	TBC	Possible report to go to Cabinet but also to H&SC for pre-Cabinet scrutiny. **This will now be coming as part of the Housing Development Strategy – details to follow.**

Visit/invite to the proposed open day for the Youth Justice and Early Support Service (YJESS).	Kirsty Davies Youth Offending Service Manager <a href="mailto:kidavies@valeofglamorgan.gov.uk">kidavies@valeofglamorgan.gov.uk</a>	Recommended by Committee, following the YJESS end of year performance report in October 2023. An open day for Committee has been subsequently arranged for September 2024.
The conversion of existing Council and non-residential buildings to increase the supply of permanent and temporary accommodation	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	Recommended by Committee in February 2024. To be added to a meeting agenda once ready. This will be combined and included with the Rapid Rehousing Plan update.
Rent Setting Policy	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	The Council is waiting for the publication of a Wales Rents Policy by Welsh Government and will need to review its arrangements in light of that prior to providing a report and recommendations.
Update - Tenant & Leaseholder Participation Strategy	Farida Aslam Senior Neighbourhood Manager 02920673095 <a href="mailto:faslam@valeofglamorgan.gov.uk">faslam@valeofglamorgan.gov.uk</a>	New report; previously report related to the <a href="#">Tenant &amp; Leaseholder Participation Strategy 2021 – 2026 in January 2022</a> . To be combined with the STAR survey Improvement Plan.
Visit to Llamau	Hedd Wyn John, Supporting People Coordinator <a href="mailto:hjjohn@valeofglamorgan.gov.uk">hjjohn@valeofglamorgan.gov.uk</a>	Following on from the presentation made at the Committee meeting on 10 <sup>th</sup> April 2024, Llamau has extended an invitation to members of the Scrutiny Committee to see some of Llamau's Vale services. This was undertaken in June 2024.
Visits to Council housing developments, etc.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	To be discussed and arranged as and when appropriate.
Request for consideration by VOGC Councillor: PCC attendance at Scrutiny (this tying in with the remit of Homes and Safe Communities).	TBC	Request from a non-Committee Elected Member so that councillors can better understand the PCC's priorities for the role and how they will impact upon the Vale of

		Glamorgan, how these policing matters are scrutinised and to ensure that residents' needs for 'safe communities' are being addressed. To possibly tie in with Safer Vale reporting. This is in progress; aiming for this to be arranged for November/December's meeting (2024) if possible.
Visit to Vale Foodbank.	TBC	It was recommended at July's meeting of Homes and Safe Communities (Min no. 198 refers) that the Committee visit the Vale Foodbank to see the work being undertaken to address food insecurity and related issues within the Vale of Glamorgan. Arrangements are in progress to set this up.
Public Services Board (PSB) Project Update: working with people who live in our communities that experience higher Levels of deprivation.	Tom Bowring Director of Corporate Resources <a href="mailto:TBowring@valeofglamorgan.gov.uk">TBowring@valeofglamorgan.gov.uk</a>	It was recommended at July's meeting of Homes and Safe Communities (Min no. 199 refers) that Members receive further updates on the work of this project during the year, in addition to the progress reported as part of the Public Services Board Annual Report, with those updates to be provided on a six-monthly basis.
Gypsy and Traveller site update(s)	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	Ongoing requirement for the Committee to receive updates on this area, as and when available.
Channel Panel and Prevent programme report / update.	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	TBC – possibly in December 2024. This followed a recommendation made by Committee at its meeting on 12 <sup>th</sup> September 2024, in order to advise the Committee further on these aspects of safeguarding for Vale of Glamorgan residents.

**Proposed Task and Finish Group Topic:**

<b>Subject</b>	<b>Responsible Officer and Contact Details</b>	<b>Commentary</b>
Private rented sector	To be decided	At the meeting of the Committee on the 14 <sup>th</sup> 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 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. Currently this topic will follow those task and finish topics provided by Corporate Performance and Resources and Environment and Regeneration.

## Annual Reports

<b>Report</b>	<b>Responsible Officer and Contact Details</b>	<b>Commentary</b>
Youth Justice Plan	Kirsty Davies Youth Offending Service Manager <a href="mailto:kidavies@valeofglamorgan.gov.uk">kidavies@valeofglamorgan.gov.uk</a>	Previously received in March 2024.
Youth Justice and Early Support Service (YJESS): End of Year Performance Report.	Kirsty Davies Youth Offending Service Manager <a href="mailto:kidavies@valeofglamorgan.gov.uk">kidavies@valeofglamorgan.gov.uk</a>	Previously received in October 2023.
Initial Housing Revenue Account	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in November/December each year.
The Civil Protection Unit – Responsibilities and Work Plan [Presentation]	Debbie Spargo Principal Civil Protection Officer 029 20673044 <a href="mailto:DASpargo@valeofglamorgan.gov.uk">DASpargo@valeofglamorgan.gov.uk</a>	Update date varies.
Corporate Safeguarding Annual Report	Mike Ingram Head of Housing and Building Services 01446 709516 <a href="mailto:MIngram@valeofglamorgan.gov.uk">MIngram@valeofglamorgan.gov.uk</a>	Usually in July each year.

## Biannual Reports

<b>Report</b>	<b>Responsible Officer and Contact Details</b>	<b>Commentary</b>
Youth Justice and Early Support Service (YJESS) Mid-year Performance Report.	Kirsty Davies Youth Offending Service Manager <a href="mailto:kidavies@valeofglamorgan.gov.uk">kidavies@valeofglamorgan.gov.uk</a>	Usually in March or April each year.
Corporate Safeguarding Mid Term Report	Mike Ingram Head of Housing and Building Services	Usually in December each year (Annual version in July).

	01446 709516 <a href="mailto:MIIngram@valeofglamorgan.gov.uk">MIIngram@valeofglamorgan.gov.uk</a>	
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### Quarterly Reports

Report	Responsible Officer and Contact Details	Commentary
4 <sup>th</sup> Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 <a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	Usually May each year. Reporting on Jan, Feb and Mar.
1st Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 <a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	Usually July each year. Reporting on Apr, May and Jun.
2nd Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 <a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	Usually October each year. Reporting on July and September.
3rd Quarter Scrutiny Recommendation Tracking and Updated Work Programme Schedule.	Mark Thomas Democratic and Scrutiny Services Officer 01446 709279 <a href="mailto:methomas@valeofglamorgan.gov.uk">methomas@valeofglamorgan.gov.uk</a>	Usually January each year. Reporting on October, November and December.
Annual Delivery Plan Monitoring Report: Quarter 1 Performance Report.	Miles Punter Director of Environment & Housing <a href="mailto:mepunter@valeofglamorgan.gov.uk">mepunter@valeofglamorgan.gov.uk</a>	Usually September each year. Reporting on April, May and June.
Annual Delivery Plan Monitoring Report: Quarter 2 Performance Report.	Miles Punter Director of Environment & Housing <a href="mailto:mepunter@valeofglamorgan.gov.uk">mepunter@valeofglamorgan.gov.uk</a>	Usually December each year. Reporting on July and September.

Annual Delivery Plan Monitoring Report: Quarter 3 Performance Report.	Miles Punter Director of Environment & Housing <a href="mailto:mepunter@valeofglamorgan.gov.uk">mepunter@valeofglamorgan.gov.uk</a>	Usually March each year. Reporting on October, November and December.
Annual Delivery Plan Monitoring Report: Quarter 4 Performance Report.	Miles Punter Director of Environment & Housing <a href="mailto:mepunter@valeofglamorgan.gov.uk">mepunter@valeofglamorgan.gov.uk</a>	Usually July each year. Reporting on January, February and March, as well as end of year performance.
Revenue Monitoring Q1.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in September each year.
Capital Monitoring Q1.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in September each year.
Revenue Monitoring Q2.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in November / December each year.
Capital Monitoring Q2.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in November / December each year.
Revenue Monitoring Q3.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in February each year.
Capital Monitoring Q3.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	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 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in July each year.
Capital Outturn Closure of Accounts 20**/**.	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in July each year.
Revenue Refresh MTFP - Initial Revenue Programme Budget Proposals. <b>Pre-settlement.</b>	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in October / November each year.
Capital Strategy - Initial Capital Programme Budget Proposals. <b>Pre-settlement.</b>	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in October / November each year.
Revenue Refresh MTFP - Initial Revenue Programme Budget Proposals. <b>Post-settlement.</b>	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	Usually in February each year.
Capital Strategy - Initial Capital Programme Budget Proposals. <b>Post-settlement.</b>	Laura Davis Finance Support Manager 01446 704639 <a href="mailto:LLDavis@valeofglamorgan.gov.uk">LLDavis@valeofglamorgan.gov.uk</a>	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.**