



Cyngor Bwrdeisdref Sirol

Blaenau Gwent

County Borough Council

Executive Committee DRAFT Forward Work Programme 2019/20

Chair: Councillor Nigel Daniels, Leader of the Council

Vice-Chair: Councillor Garth Collier, Deputy Leader of the Council

Executive Meeting Date: Wednesday 12th June 2019

Report Submission Deadline Date to Liz Thomas: Monday 27th May 2019

Decision: 3 Items

Executive Committee Forward Work Programme 2019/20

*Reports received after this date will be included on the next agenda of Executive

Report Title	Lead Officer	Purpose of Report	Latest CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
DECISION ITEMS					
Portfolio: Leader / Corporate Services					
Grants to Organisations	Rhian Daly	Approval To agree the Grants to Organisations.	21.05.19	N/A	N/A
Professional Legal Support to Child Protection Cases – Social Services	Andrea Jones	Approval To approve option for future service delivery.	March 2019	Social Services – 18.04.2019	N/A
Portfolio: Regeneration and Economic Development					
All Wales Play Opportunities Grant – Blaenau Gwent Splash Park	Richard Crook / Damien McCann	Approval To provide Members with the history and the current position regarding the development of a children’s splash park in Blaenau Gwent and approve the continued development of a Splash Park at the Garden Festival site.	May 2019	Environment, Regeneration and Economic Development – 15.05.2019	N/A

Executive Meeting Date: Wednesday 17th July 2019

Report Submission Deadline Date to Liz Thomas: Wednesday 26th June 2019

Decision: 4 Items Monitoring: 8 items Information: 1 item

Executive Committee Forward Work Programme 2019/20

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Report Title	Lead Officer	Purpose of report	Latest CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
DECISION ITEMS					
Portfolio: All					
Executive Forward Work Programme	Chair	Approval To approve the Executive Forward Work Programme for 2019/20 recognising the fluidity of the work programmes.	17.05.2019	Scrutiny FWP – June / July	Council FWP – 11.07.19
Portfolio: Leader / Corporate Services					
Grants to Organisations	Rhian Daly	Approval To agree the Grants to Organisations.	25.06.19	N/A	N/A
Portfolio: Regeneration and Economic Development					
Enterprise Strategy	Ellie Fry	Approval Members to consider recommendation prior to approving the New Enterprise Strategy for Blaenau Gwent.	25.06.19	Environment, Regeneration & Economic Development – 18.03.2019	N/A
Rassau Development	Richard Crook Michelle Morris	Exempt item	25.06.19	N/A	N/A
MONITORING ITEMS					
Portfolio: Leader / Corporate Services					
Revenue Budget Monitoring Outturn 2018/19	Rhian Hayden	Monitoring To update Members on the provision of outturn across all portfolios for the financial year 2018/19.	27.08.19	Special Joint Finance – 12.07.19	N/A
Capital Expenditure Outturn for 2018/19	Rhian Hayden	Monitoring To provide details of each Portfolio's capital expenditure outturn for the financial year 2018/19.	27.08.19	Special Joint Finance – 12.07.19	N/A
Reserves Provisional Outturn	Rhian Hayden	Monitoring	27.08.19	Special Joint	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	Latest CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
2018/19		To provide detail of the provisional outturn of general and ear marked reserves for 2018/19..		Finance – 12.07.19	
Joint Finance and Performance Report – Quarter 4	Bernadette Elias	Monitoring To provide quarterly monitoring information across all directorates, to include information in relation to Finance, Performance and Risk and key themes and notable activity across the Council.	04.06.19	Corporate Overview – 24.06.19	N/A
Review of Staff Benefits	Andrea Prosser	Monitoring Update on the Annual Leave Purchase scheme and Employee Benefits.	04.06.19	Corporate Overview – 24.06.19	N/A
Portfolio: Social Services					
Looked After Children Update	Tanya Evans	Monitoring To update Members on the current situation in relation to the numbers of children who are looked after and the progress made in relation to the implementation of the Safe Reduction of Looked After Children Strategy.	04.06.19	Social Services – 03.07.19	N/A
Portfolio: Deputy Leader / Environment					
Waste & Recycling Performance report	Clive Rogers / Matthew Perry	Monitoring Members to monitor the performance information for Waste and Recycling.	11.06.19	Community Services – 27.06.19	N/A
Portfolio: Education					
Estyn Summary of Schools Inspection Outcomes Reporting (Acorns Pre School)	Michelle Jones	Monitoring To provide Members with an update on any inspection report outcomes, monitoring visits and thematic reports during this period.	11.06.19	Education and Learning – 26.06.19	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	Latest CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
INFORMATION ITEMS					
Review of Care Inspectorate Wales (CIW) Annual Inspections (Provider Services)	Mark Morris	Information To provide Members with a summary of CIW reviews of in house provider services (2018/19).	04.06.19	Social Services – 03.07.19	N/A

Executive Meeting Date: Wednesday 25th September 2019
Report Submission Deadline Date to Liz Thomas: Wednesday 4th September 2019

Decision: 11 Items Monitoring: 11 items Information: 7 items
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Executive Committee Forward Work Programme 2019/20

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Report Title	Lead Officer	Purpose of report	Latest CLT Sign off Date	Scrutiny Meeting Date	Council Meeting Date
DECISION ITEMS					
Portfolio: Education					
Home to School and Post 16 Transport Policy Statutory deadline for approval and publication of the policy by the 1 st October.	Lynn Phillips	Approval Members to approve the Home to School and Post 16 Transport Policy for 2020/21.	27.08.19	Education and Learning – 11.09.19	N/A
On line safety – 360* Safe – ICT policy for Schools	Sarah Dixon	Approval To adopt the ICT policy prior to distribution to school Governing bodies.	25.06.19	Joint Safeguarding – 15.07.19	N/A
Local Government Education Services (LGES) Safeguarding Policy 2019/20	Sarah Dixon	Approval To adopt the LGES safeguarding in Education policy.	25.06.19	Joint Safeguarding – 15.07.19	N/A
Safer Schools - A contextual safeguarding approach	Michelle Jones / Sarah Dixon	Approval To agree the safer schools partnership approach to contextual safeguarding.	25.06.19	Joint Safeguarding – 15.07.19	N/A
Local Government Education Services Self-evaluation – Policy review	Michelle Jones	Approval Members to approve the revision of the self-evaluation policy for Local Government Education.	27.08.19	Education and Learning – 11.09.19	N/A
Portfolio: Leader / Corporate Services					
Grants to Organisations	Rhian Daly	Approval To agree the Grants to Organisations.	03.09.19	N/A	N/A
Capital Programme	Rhian Hayden	Approval To agree the Capital Programme.	03.09.19	N/A	10.10.19
Commercial Strategy	Anne-Louise Clark	Approval To agree the approach to become a commercially	13.08.19	Corporate Overview – 04.09.19	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	Latest CLT Sign off Date	Scrutiny Meeting Date	Council Meeting Date
		minded Council, the culture and ways of working required plus the key opportunities available.			
Portfolio: Deputy Leader / Environment					
Review of Leisure Services	Richard Crook Anne-Louise Clark	Approval To approve the review of leisure services.	27.08.19	Community Services – 12.09.19	10.10.19
Waste Strategy	Matthew Perry	Approval To approve the Waste Strategy.	27.08.19	Community Services – 12.09.19	N/A
Fixed Penalty Notice Policy – Householder Duty of Care responsibility in the event of Fly-tipping – Proposal to adopt early repayment reduction	Dave Thompson / Andrew Long	Approval Members to adopt the policy of an early payment reduction to £150 where the fixed penalty notice is paid early (e.g. within 7 days).	27.08.19	Community Services – 12.09.19	N/A
MONITORING ITEMS					
Portfolio: Leader / Corporate Services					
Revenue Budget Monitoring 2019/20	Rhian Hayden	Monitoring To provide Members with an expenditure forecast at the end of quarter 1 across all portfolios for 2019/20.	27.08.19	Joint Finance - 16.09.19	N/A
Forecast Capital Expenditure 2019/20	Rhian Hayden	Monitoring To provide details of each portfolio's forecast capital expenditure against allocation at the end of quarter 1.	27.08.19	Joint Finance - 16.09.19	N/A
Forecast of General and Earmarked Reserves	Rhian Hayden	Monitoring To present report at the end of quarter 1 detailing the actual and forecast use of general and ear marked reserves.	27.08.19	Joint Finance - 16.09.19	N/A
Preparations for Exiting the EU	Bernadette Elias	Monitoring Update on preparedness for exiting the EU.	13.08.19	Corporate Overview –	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	Latest CLT Sign off Date	Scrutiny Meeting Date	Council Meeting Date
				04.09.19	
Review of Staff Sickness Absence	Andrea Prosser	Monitoring To consider the annual review of staff sickness absence.	13.08.19	Corporate Overview – 04.09.19	N/A
Shared Resource Service (SRS) Partnership Working – Half Yearly Monitoring	Anne-Louise Clark	Monitoring To provide an update to Members on the performance of the SRS against a range of performance targets at the mid-year point.	13.08.19	Corporate Overview – 04.09.19	N/A
Portfolio: Education					
Children Missing Education (CME)	Lisa Adams	Monitoring A recommendation by WG that Members review the data and the processes in place, whilst recognising how this monitoring can inform key strategic priorities and ensure that children and young children are safeguarded.	27.08.19	Education and Learning – 11.09.19	N/A
Provisional School Performance	Michelle Jones	Monitoring To provide Members with a summary of performance in line with accountability changes to ensure that children and young people are provided with the best start in life. (FP/KS2/KS3 and KS4)	27.08.19	Education and Learning – 11.09.19	N/A
Portfolio: Social Services					
Regional Partnership Board - Quarterly	Damien McCann	Monitoring To provide Members with quarterly updates from the work of the Regional Partnership Board developed as part of the Social Services and Well-being Act, Part 9, integration and partnership.	20.08.19	Social Services – 05.09.19	N/A
Care Inspectorate Wales (CIW) Inspection Action Plan	Tanya Evans	Monitoring The report will outline the progress made against each of the recommendations by CIW following their	20.08.19	Social Services – 05.09.19	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	Latest CLT Sign off Date	Scrutiny Meeting Date	Council Meeting Date
		inspection in 2018.			
Portfolio: Deputy Leader / Environment					
Aneurin Leisure Trust Six Monthly Performance	Dave Watkins	Monitoring Members to consider the content of the six monthly performance report.	27.08.19	Community Services – 12.09.19	N/A
INFORMATION ITEMS					
Contracts Over £500,000	Clive Rogers	Information To inform Members of the progress of projects including area concerns and to satisfy the standing orders for contracts requiring progress reports.	13.08.19	Corporate Overview – 04.09.19	N/A
Welsh Language Annual Report	Andrew Parker	Information To inform members on the content of the Welsh Language Annual Report.	13.08.19	Corporate Overview – 04.09.19	N/A
Annual Health and Safety Report	Andrea Prosser	Information To inform Members of the content of the Annual Health and Safety report.	13.08.19	Corporate Overview – 04.09.19	N/A
Childcare Offer	Tanya Evans	Information To inform Members on the progress of the childcare offer within Blaenau Gwent.	20.08.19	Social Services – 05.09.19	N/A
Integrated Care Fund – Capital and Revenue Bids – Adult Services	Alyson Hoskins	Information To provide Members with progress update on the ICF expenditure and outcomes for Adults living in Blaenau Gwent.	20.08.19	Social Services – 05.09.19	N/A
Adult Safeguarding Performance Information	Alyson Hoskins / Andrew Day	Information To receive Safeguarding Performance information relating to Adult Services.	25.06.19	Joint Safeguarding – 15.07.19	N/A
Safeguarding Performance Information Social Services	Damien McCann/	Information To provide Members with Safeguarding Performance	25.06.19	Joint Safeguarding	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	Latest CLT Sign off Date	Scrutiny Meeting Date	Council Meeting Date
and Education (Quarter 4 and Spring Term)	Lynette Jones	and Self-Evaluation information.		– 15.07.19	

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Executive Meeting Date: Wednesday 6th November 2019
Report Submission Deadline Date to Liz Thomas: Wednesday 16th October 2019

Decision: 4 Items Monitoring: 6 items Information: 6 items
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Executive Committee Forward Work Programme 2019/20

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Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
DECISION ITEMS					
Portfolio: Leader / Corporate Services					
Grants to Organisations	Rhian Daly	Approval To agree the Grants to Organisations.	15.10.19	N/A	N/A
Customer Experience Strategy	Anne-Louise Clark	Approval To agree the Council's customer experience strategy within a commercially minded Council. This will link to the digital strategy providing direction on the design of service delivery for the future.	01.10.19	Corporate Overview – 16.10.19	N/A
Town and Community Council Charter	Bernadette Elias	Approval To agree the Town and Community Council Charter.	15.10.19	N/A	N/A
Portfolio: Regeneration and Economic Development					
Energy Prospectus	Ellie Fry / Amy Taylor	Policy Development To present the energy opportunities in Blaenau Gwent and process towards securing suitable investment and partners for delivery for approval by the Executive.	03.09.19	Regeneration – 19.09.19	N/A
MONITORING ITEMS					
Portfolio: Leader / Corporate Services					
Joint Finance and Performance Report – Quarter 1	Bernadette Elias	Monitoring To provide quarterly monitoring information across all directorates, to include information in relation to Finance, Performance and Risk and key themes and notable activity across the Council.	01.10.19	Corporate Overview – 16.10.19	N/A
Staff Survey Findings and Actions	Andrea Prosser	Monitoring To consider the findings and proposed actions from	01.10.19	Corporate Overview –	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
		the staff survey.		16.10.19	
Portfolio: Education					
Youth Service Performance	Lynn Phillips / Joanne Sims	Monitoring To provide members the opportunity to scrutinise and monitor the performance and impact of the Youth Service comparing with the latest Welsh Government benchmarking data.	08.10.19	Education and Learning – 23.10.19	N/A
Estyn Reporting	Michelle Jones	Monitoring To provide members with an update on any inspection report outcomes, monitoring visits and thematic reports during this period.	08.10.19	Education and Learning – 23.10.19	N/A
Improving Schools	Michelle Jones	Monitoring To provide Members with an update on any inspection report findings and progress within schools which are subject to Council intervention.	08.10.19	Education and Learning – 23.10.19	N/A
Safer Schools - A contextual safeguarding approach	Michelle Jones / Sarah Dixon	Monitoring Emerging contextual safeguarding issues – QA safeguarding arrangements, VAWDA SV measures, Operation encompass.	01.10.19	Joint Safeguarding – 21.10.19	N/A
INFORMATION ITEMS					
Annual National Performance Information	Corporate Performance Team	Information To provide Members with the Council's verified outturn of national performance data.	01.10.19	All committees - October	N/A
Adult Safeguarding Performance Information	Alyson Hoskins / Andrew Day	Information To receive Safeguarding Performance information relating to Adult Services.	01.10.19	Joint Safeguarding – 21.10.19	N/A
Safeguarding Performance Information Social Services	Damien McCann/	Information To provide Members with Safeguarding Performance	01.10.19	Joint Safeguarding	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
and Education (Quarter 1 and Summer Term)	Lynette Jones	and Self-Evaluation information.		– 21.10.19	
Six Monthly Report of the Director of Social Services – Quarters 1 and 2	Damien McCann	Information To update Members on the effectiveness of the services delivered by Social Services through a six monthly monitoring report. The report has been developed in line with the requirements of the Social Services and Well-being (Wales) Act 2014.	01.10.19	Social Services – 17.10.19	N/A
National Adoption Service Annual Report	Tanya Evans	Information Progress report on the priorities set by the National Adoption Service during 2017/18 and the progress made by the South East Wales Adoption Service in meeting these priorities.	01.10.19	Social Services – 17.10.19	N/A
Annual Monitoring Report on the Local Development Plan	Lynda Healy	Information To provide Members with information of the Annual Monitoring Report on the Local Development Plan.	03.09.19	Regeneration - 19.09.19	N/A

Executive Meeting Date: Wednesday 18th December 2019

Report Submission Deadline Date to Liz Thomas: Wednesday 27th November 2019

Decision: 6 Items Monitoring: 13 items Information: 2 items

Executive Committee Forward Work Programme 2019/20

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Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
DECISION ITEMS					
Portfolio: Leader / Corporate Services					
Grants to Organisations	Rhian Daly	Approval To agree the Grants to Organisations.	26.11.19	N/A	N/A
Portfolio: Deputy Leader / Environment					
Blaenau Gwent Cemeteries – Future Provision	Alun Watkins / Dave Watkins	Approval Members to consider the burial capacity review of existing cemeteries and the options presented to increase the capacity.	08.11.19	Community Services – 24.10.19	N/A
Housing Allocations Policy - Proposed Changes	Dave Thompson / Mark Congreve	Approval Members to consider Policy changes following consultation with Social Services and RSL partners.	08.11.19	Community Services – 24.10.19	N/A
Portfolio: Social Services					
Assisted Transport – Charging Policy	Alyson Hoskins	Approval To consider recommendations made by the scrutiny committee and approve the future charging for transport.	12.11.19	Social Services – 28.11.19	N/A
Portfolio: Regeneration and Economic Development					
Tech Valleys	Richard Crook	Approval The report will provide an opportunity to outline the work to date, key themes and consider opportunities going forward.	22.10.19	Regeneration – 07.11.19	N/A
Employment and Skills Plan	Bethan McPherson	Approval Members to consider and approve the local approach to supporting people with employment and skills; which will be aligned with the Enterprise Strategy.	25.06.19	Environment, Regeneration and Economic Development – 29.11.2018	N/A
MONITORING ITEMS					

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
Portfolio: Leader / Corporate Services					
Revenue Budget Monitoring 2019/20	Rhian Hayden	Monitoring To provide Members with an expenditure forecast at the end of quarter 2 across all portfolios for 2019/20.	29.10.19	Joint Finance – 18.11.19	N/A
Capital Expenditure Monitoring	Rhian Hayden	Monitoring To provide details of each portfolio's forecast capital expenditure against allocation at the end of quarter 2	29.10.19	Joint Finance – 18.11.19	N/A
Forecast of General and Earmarked Reserves	Rhian Hayden	Monitoring To present report at the end of quarter 2 detailing the actual and forecast use of general and ear marked reserves.	29.10.19	Joint Finance – 18.11.19	N/A
Portfolio: Education					
Management of Pupil Places and the School Estate 2018/19	Lynn Phillips / Claire Gardner	Monitoring To provide Members with the opportunity to scrutinise the management of pupil places and the school estate, throughout the 2018/19 academic session.	19.11.19	Education and Learning – 04.12.19	N/A
21 st Century Schools Programme Bands A / B Gateway Review Outcome	Lynn Phillips / Claire Gardner	Monitoring To provide Members with an update on the closure of the 21 st Century Schools Band A programme and the progress made on the Band B programme.	19.11.19	Education and Learning – 04.12.19	N/A
EAS Business Plan 2019/20	Michelle Jones	Monitoring To provide Members with an update on the progress of the EAS business plan.	19.11.19	Education and Learning – 04.12.19	N/A
Welsh in Education Strategic Plan (WESP) <i>Please note the report and Plan will need to be translated to Welsh by the Directorate.</i>	Lynn Phillips / Claire Gardner	Monitoring Members to review performance annually, and monitor outcomes associated with the WESP in line with the vision, goals, targets and objectives; whilst ensuring that this process informs key strategic priorities from a Welsh-medium perspective.	19.11.19	Education and Learning – 04.12.19	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
School Attendance	Gavin Metherringham / Lisa Adams	Monitoring Members to review the performance of Blaenau Gwent Council and monitor the associated outcomes, whilst recognising how this monitoring can inform key strategic priorities.	19.11.19	Education and Learning – 04.12.19	N/A
Portfolio: Regeneration and Economic Development					
Business Units Property Portfolio	Moe Forouzan / Alwyn Hughes	Monitoring To provide performance monitoring on the business unit portfolio including expansion and disposal.	22.10.19	Regeneration – 07.11.19	N/A
Legacy Funding six monthly Update	Bethan McPherson	Monitoring Members to consider the six month review/position.	22.10.19	Regeneration – 07.11.19	N/A
Regeneration Directorate – Six Monthly Performance report	Richard Crook	Monitoring Members to monitor the performance information for the Directorate.	22.10.19	Regeneration – 07.11.19	N/A
Portfolio: Social Services					
Regional Partnership Board - Quarterly	Damien McCann	Monitoring To provide Members with quarterly updates from the work of the Regional Partnership Board developed as part of the Social Services and Well-being Act, Part 9, integration and partnership.	12.11.19	Social Services – 28.11.19	N/A
Looked After Children Update	Tanya Evans	Monitoring To update Members on the current situation in relation to the numbers of children who are looked after and the progress made in relation to the implementation of the Safe Reduction of Looked After Children Strategy.	12.11.19	Social Services – 28.11.19	N/A
INFORMATION ITEMS					

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
Review of Supporting People and Community care Contracts and Commissioning Update	Andrew Day	Information To provide Members with performance information on commissioned services in Blaenau Gwent for the year 2018/19.	12.11.19	Social Services – 28.11.19	N/A
Litter and Dog Control Offences Annual report	Dave Thompson / Andrew Long	Information Annual update on the Fixed Penalty Notice enforcement activities for littering and dog control offences to cover year 2018/19.	08.10.19	Community Services – 24.10.19	N/A

Executive Meeting Date: Wednesday 29th January 2020

Decision: 7 Items Monitoring: 5 items Information: 4 items
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Executive Committee Forward Work Programme 2019/20

Report Submission Deadline Date to Liz Thomas: Wednesday 8th January 2020

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Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
DECISION ITEMS					
Portfolio: Social Services					
Preventative Model of service to meet future social care demand	Alyson Hoskins	Approval To approve the development of a Preventative Strategy for Adult Services.	17.12.19	Social Services – 09.01.20	N/A
Portfolio: Regeneration and Economic Development					
Housing Strategy	Bethan McPherson	Approval To consider and approve the review of the Housing Strategy.	26.11.19	Regeneration – 12.12.19	N/A
Housing Prospectus	Bethan McPherson	Approval To approve the Housing Prospectus.	26.11.19	Regeneration – 12.12.19	N/A
Skills Strategy	Bethan McPherson	Approval To approve the Skills Strategy.	26.11.19	Regeneration – 12.12.19	N/A
Portfolio: Leader / Corporate Services					
Grants to Organisations	Rhian Daly	Approval To agree the Grants to Organisations.	07.01.20	N/A	N/A
Portfolio: Education					
Attendance Policy	Lynette Jones	Approval To approve the policy.	17.12.19	Education and Learning – 15.01.20	N/A
Blaenau Gwent Education Accessibility Strategy and Action Plan	Lynn Phillips / Claire Gardner	Approval Members to approve the strategy and associated action plan.	11.02.20	Education and Learning – 15.01.20	N/A
MONITORING ITEMS					

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
Portfolio: Leader / Corporate Services					
Joint Finance and Performance Report – Quarter 2	Bernadette Elias	Monitoring To provide quarterly monitoring information across all directorates, to include information in relation to Finance, Performance and Risk and key themes and notable activity across the Council.	10.12.19	Corporate Overview – 08.01.20	N/A
Portfolio: Education					
LAC Provision and Progress	Catherine Edwards / Gavin Metheringham	Monitoring To consider the information provided in the report and identify opportunities to further improve.	17.12.19	Education and Learning – 15.01.20	N/A
Pupil Exclusions	Gavin Metheringham / Lisa Adams	Monitoring Scrutiny members are asked to review the data and associated outcomes, whilst recognising how this monitoring can inform key strategic priorities.	17.12.19	Education and Learning – 15.01.20	N/A
Portfolio: Deputy Leader / Environment					
National Food Hygiene Rating Scheme <i>(Response to National Audit Findings)</i>	Dave Thompson / Lisa Griffin	Monitoring This report will outline the findings of the audit, the local position, and the actions that re being taken in response to the audit findings. Members' observations and recommendations will be considered as appropriate.	19.11.19	Community Services – 05.12.19	N/A
Community Services Directorate – Six Monthly Performance	Richard Crook	Information Members to monitor the performance information for the Directorate.	19.11.19	Community Services – 05.12.19	N/A
INFORMATION ITEMS					
Corporate Parenting Progress	Tanya Evans	Information	17.12.19	Social	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
Report		To demonstrate to members how outcomes for Looked After Children have been improved by the implementation of the Corporate Parenting Action Plan.		Services – 09.01.20	
Annual Air Quality	Dave Thompson / Andrew Long	Information Annual report on the Authority's fulfilment of its duties under Part IV of the Environment Act 1995 in relation to air quality management.	19.11.19	Community Services – 05.12.19	N/A
Planning Annual Performance	Steve Smith	Information To provide members with information on the Annual Performance Report (APR).	19.11.19	Community Services – 05.12.19	N/A
Regional Skills Partnership (RSP)	Richard Crook	Information To receive an information report on the regional skills partnership work.	26.11.19	Regeneration – 12.12.19	N/A

Executive Committee Forward Work Programme 2019/20

Executive Meeting Date: Wednesday 11th March 2020
Report Submission Deadline Date to Liz Thomas: Wednesday 19th February 2020
 *Reports received after this date will be included on the next agenda of Executive

Decision: 7 Items Monitoring: 11 items Information: 6 items

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
DECISION ITEMS					
Portfolio: Deputy Leader / Environment					
Review of Asset Management Disposal Policy	Paul Miles	Approval To approve the review of the current Disposal Policy to ensure it is fit for purpose.	11.02.20	Regeneration – 05.03.20	N/A
Portfolio: Leader / Corporate Services					
Grants to Organisations	Rhian Daly	Approval To agree the Grants to Organisations.		N/A	N/A
Review of Organisational Strategy	Andrea Prosser	Approval To approve the review of the Strategy linked to Future Generations Act and Corporate Plan.	28.01.20	Corporate Overview – 12.02.20	N/A
Portfolio: Education					
School Admissions Policy for Nursery and Statutory Education Statutory deadline for the policy to be agreed and published by the 15 th April each year.	Lynn Phillips / Claire Gardner	Approval Members to consider and approve the revised policy.	11.02.20	Education and Learning – 26.02.20	N/A
EAS Business Plan 2020/21	Michelle Jones	Approval Members to endorse the EAS Business Plan for 2020/21.	11.02.20	Education and Learning – 26.02.20	N/A
Portfolio: Regeneration and Economic Development					
Town Centres	Ellie Fry /	Approval	03.09.19	Regeneration	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
	Bethan McPherson	Members to approve outline strategy and process for delivering on the town centre priority.		– 23.01.20	
Transport Strategy	Alun Evans / Ellie Fry	Approval To approve the Transport Strategy.	07.01.20	Regeneration – 23.01.20	N/A
MONITORING ITEMS					
Portfolio: Leader / Corporate Services					
Revenue Budget Monitoring 2019/20	Rhian Hayden	Monitoring To provide members with an expenditure forecast at the end of quarter 3 across all portfolios for 2019/20.	18.02.20	Joint Finance – 09.03.20	N/A
Capital Expenditure Monitoring	Rhian Hayden	Monitoring To provide details of each portfolio's forecast capital expenditure against allocation at the end of quarter 3.	18.02.20	Joint Finance – 09.03.20	N/A
Forecast of General and Earmarked Reserves	Rhian Hayden	Monitoring To present report at the end of quarter 3 detailing the actual and forecast use of general and ear marked reserves.	18.02.20	Joint Finance – 09.03.20	N/A
Preparation for Exiting the EU	Bernadette Elias	Monitoring Update on preparedness for exiting the EU.	28.01.20	Corporate Overview – 12.02.20	N/A
Annual Progress Review of the Engagement Strategy	Andrew Parker	Monitoring To consider the annual progress review of the Engagement Strategy.	28.01.20	Corporate Overview – 12.02.20	N/A
Portfolio: Social Services					
Living Independently in the 21 st Century	Alyson Hoskins	Monitoring Members to consider progress against the 8	28.01.20	Social Services –	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
		priorities over the previous 12 months and beyond which are part of the overarching approach to service development.		13.02.20	
Portfolio: Education					
School Categorisation	Michelle Jones	Monitoring To inform Scrutiny Members of the new national school categorisation system and Blaenau Gwent school categorisation profile for 2020.	11.02.20	Education and Learning – 26.02.20	N/A
Inspire to Achieve / Work Performance	Lynn Phillips / Joanne Sims	Monitoring Members to consider and monitor the performance in line with targets and spend.	11.02.20	Education and Learning – 26.02.20	N/A
Final School Performance	Michelle Jones	Monitoring To provide members with a summary of performance in line with accountability changes to ensure that children and young people are provided with the best start in life. (KS4 final)	11.02.20	Education and Learning – 26.02.20	N/A
Draft Self evaluation	Lynette Jones	Monitoring Members to endorse the development of the self-evaluation report for Local Government Education Services and agree that the actions arising from the SER are appropriate and aligned to the service needs for children and young people.	11.02.20	Education and Learning – 26.02.20	N/A
Portfolio: Regeneration and Economic Development					
Destination Management – Annual Review	Moe Forouzan / Alyson	Monitoring To monitor the priorities and activities being	07.01.20	Regeneration – 23.01.20	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
	Tippings	delivered and what outcomes have been achieved.			
INFORMATION ITEMS					
Contracts Over £500,000	Clive Rogers	Information Members to receive the progress of projects including area concerns and to satisfy the standing orders for contracts requiring progress reports to Executive.	28.01.20	Corporate Overview – 12.02.20	N/A
Annual Independent Reviewing Officer report	Tanya Evans	Information Statutory responsibility.	28.01.20	Social Services – 13.02.20	N/A
Project 5 (MYST)	Tanya Evans	Information To update members of the work under taken and progress made by the My Support Team	28.01.20	Social Services – 13.02.20	N/A
Welsh Public Library Standards Annual Review	Dave Watkins	Information To update Members on the Annual Assessment from Welsh Government that highlights Blaenau Gwent's performance against the Welsh Public Library Standards.	11.02.20	Community Services – 27.02.20	N/A
Highways Capital Works Programme 2019/20 Update	Clive Rogers	Information To provide Members with update on progress of the current Highways Capital Works Programme for 2019/20.	11.02.20	Community Services – 27.02.20	N/A
Regional Transport Authority (RTA)	Ellie Fry	Information To receive an update on the work of the Regional Transport Authority as part of the Cardiff Capital Region City Deal	07.01.20	Regeneration – 23.01.20	N/A

Executive Committee Forward Work Programme 2019/20

Executive Meeting Date: Wednesday 22nd April 2020

Report Deadline Date to Liz Thomas: Monday 30th March 2020

*Reports received after this date will be included on the next agenda of Executive

Decision: 3 Items Monitoring: 4 items Information: 3 items
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Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
DECISION ITEMS					
Portfolio: Leader / Corporate Services					
Grants to Organisations	Rhian Daly	Approval To agree the Grants to Organisations.	24.03.20	N/A	N/A
Portfolio: Social Services					
Assistive Technology	Alyson Hoskins	Approval Members to agree the findings of review.	17.03.20	Social Services – 02.04.20	N/A
Portfolio: Education					
Safer Schools - A contextual safeguarding approach	Michelle Jones / Sarah Dixon	Approval Respect and resilience action plan, corporate security review - secure and shelter.	03.03.20	Joint Safeguarding – 23.03.20	N/A
MONITORING ITEMS					
Portfolio: Leader / Corporate Services					
Joint Finance and Performance Report – Quarter 3	Bernadette Elias	Monitoring To provide quarterly monitoring information across all directorates, to include information in relation to Finance, Performance and Risk and key themes and notable activity across the Council.	17.03.20	Corporate Overview – 01.04.20	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
Portfolio: Social Services					
Looked After Children Update	Tanya Evans	Monitoring To update members on the current situation in relation to the numbers of children who are looked after and the progress made in relation to the implementation of the Safe reduction of Looked After Children Strategy.	17.03.20	Social Services – 02.04.20	N/A
Regional Partnership Board - Quarterly	Damien McCann	Monitoring To provide Members with quarterly updates from the work of the Regional Partnership Board developed as part of the Social Services and Well-being Act, Part 9, integration and partnership.	17.03.20	Social Services – 02.04.20	N/A
Portfolio: Regeneration and Economic Development					
Targeted Regeneration Funding (TRI) Update	Nick Landers / Amy Taylor	Monitoring Members to receive an update on TRI funding.	11.02.20	Regeneration – 05.03.20	N/A
INFORMATION ITEMS					
Safeguarding Performance Information Social Services and Education (Quarters 2 & 3 and Autumn Term)	Damien McCann/ Lynette Jones	Information To provide members with Safeguarding Performance and Self-Evaluation information.	03.03.20	Joint Safeguarding – 23.03.20	N/A
Adult Safeguarding Performance Information	Alyson Hoskins / Andrew Day	Information To receive Safeguarding Performance information relating to Adult Services.	03.03.20	Joint Safeguarding – 23.03.20	N/A
Annual Monitoring of the Regeneration Business Plan	Richard Crook / Ellie	Information To receive an update on the Regeneration	11.02.20	Regeneration – 05.03.20	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
	Fry	Business Plan.			

Date of Items to be confirmed

Report Title	Lead Officer	Purpose of report	Scrutiny Meeting Date	Council Meeting Date
Portfolio: All				
Strategic Service Reviews	Various	Approval To consider and approval any service reviews that are undertaken.	TBC	TBC
Portfolio: Leader / Corporate Services				
OD policies review and development	Andrea Prosser	Approval To approve review / development of policies.	TBC	TBC
WAO – Supporting Financial Resilience	Rhian Hayden	Approval To approve the actions identified by officers in response to the WAO audit report on Supporting financial resilience.	TBC	N/A
Portfolio: Deputy Leader / Environment / Regeneration and Economic Development				
WAO – Delivering with Less Leisure Services	Richard Crook Anne Louise Clark	Approval To approve the actions identified by officers in response to the WAO audit report on Leisure Services in line with the Council's internal review.	TBC	N/A
Portfolio: Regeneration and Economic Development				
Business Innovation and Enterprise Strategy	Ellie Fry	Approval Members to consider and approve the Strategy.	TBC	N/A

Executive Committee Forward Work Programme 2019/20

FWP 2020/21

Report Title	Lead Officer	Purpose of report	Scrutiny Meeting Date	Council Meeting Date
Portfolio: Education				
Final Self Evaluation	Lynette Jones	Monitoring To ensure that members contribute to the development of the self-evaluation report for Local government education services and to agree the actions arising from the SER are appropriate and aligned to the service needs for children and young people.	Education and Learning – 29.04.20	N/A
Education Directorate Improvement Plan	Lynette Jones	Monitoring To endorse the improvement planning process thereby supporting sustainable improvement in pupil outcomes and well-being.	Education and Learning – 29.04.20	N/A
ALN Reforms	Gavin Metherringham / Tracey Pead	Monitoring Members to endorse progress made towards implementation and the appropriateness of the current approach.	Education and Learning – 29.04.20	N/A
Estyn Reporting	Michelle Jones	Monitoring To provide members with an update on any inspection report outcomes, monitoring visits and thematic reports during this period.	Education and Learning – 29.04.20	N/A

Executive Committee Forward Work Programme 2019/20

Report Title	Lead Officer	Purpose of report	Scrutiny Meeting Date	Council Meeting Date
Improving Schools	Michelle Jones	Monitoring To provide members with an update on any inspection report findings and progress within schools which are subject to Council intervention.	Education and Learning – 29.04.20	N/A
Progress on ICT Connectivity in Schools	Lynn Phillips	Monitoring To provide Members with an update on the roll out of the ICT Infrastructure and Connectivity project across the school estate.	Education and Learning – 29.04.20	N/A
Portfolio: Deputy Leader /Environment				
Annual Review of Flood Management Plan	Clive Rogers	Information To report progress on the Flood Management Plan.	Community Services - 30.04.20	N/A
Aneurin Leisure Trust Six Monthly Performance	Dave Watkins	Monitoring Members to consider the content of the six monthly performance report.	Community Services - 30.04.20	N/A
Annual Review of the Biodiversity and Ecosystem Resilience Forward Plan	Liz Hancocks	Monitoring Members to consider the Annual review of the Forward Plan.	Community Services - 30.04.20	N/A
Portfolio: Regeneration and Economic Development				
Business Units Property Portfolio	Moe Forouzan / Alwyn Hughes	Monitoring To provide performance monitoring on the business unit portfolio including expansion and disposal.	Regeneration - 07.05.20	N/A
Community Benefits	Bethan McPherson	Monitoring Members to consider community benefit outcomes delivered (19/20) through BGCBC contracts and wider partner opportunities.	Regeneration - 07.05.20	N/A