

## ECONOMY & CULTURE SCRUTINY COMMITTEE

4 JUNE 2015

Present: County Councillor McKerlich(Chairperson)  
County Councillors Dilwar Ali, Ralph Cook, Howells, Hyde,  
Javed, Stubbs, Weaver and Darren Williams

### 1 : APPOINTMENT OF CHAIRPERSON

Noted that at the Annual meeting of Council held on 21 May 2015, Councillor Rod McKerlich was appointed as Chairperson of this Committee.

### 2 : MEMBERSHIP OF COMMITTEE

Noted that at the Annual meeting of Council held on 21 May 2015, Councillors McKerlich (Chairperson), Dilwar Ali, Ralph Cook, Nigel Howells, Keith Hyde, Mohammed Javed, Ed Stubbs, Chris Weaver and Darren Williams were appointed as Members of this Committee.

### 3 : TERMS OF REFERENCE

RESOLVED: To agree the Terms of Reference for the Economy & Culture Scrutiny Committee.

### 4 : APOLOGIES FOR ABSENCE

No apologies were received.

### 5 : DECLARATIONS OF INTEREST

No declarations of interest were received.

### 6 : DIRECTORATE DELIVERY PLANS 2015 - 2017

The Chairperson welcomed Councillor Sarah Merry Cabinet Member Education and Skills, Councillor Peter Bradbury Cabinet Member Community Development, Co-operatives & Social Enterprise; Sarah McGill Director Communities, Housing & Customer Services and Isabelle Bignall Assistant Director Communities, Housing & Customer Services to the meeting.

The Chairperson requested abridged papers in future, with only matters relevant to the Committee included.

### **Draft Communities, Housing and Customer Service Directorate Delivery Plan 2015/16**

The Chairperson invited Councillor Sarah Merry Cabinet Member Education and Skills to make a statement in which she noted the important work done to date with learning for life work, she added that in the current climate this was particularly important and it kept people active and engaged in the communities. One day courses to generate income have been very popular and they also encourage people

to then attend longer courses, enabling further income generation and enabling people to find work. The Into Work Service was vital in delivering successful outcomes which impacts on disadvantaged people in Cardiff. Soft courses are invaluable and support enable people into work – they are provided in disadvantaged areas of the City.

Members were provided with a presentation on the Draft Communities, Housing and Customer Service Directorate Delivery Plan 2015/16 which included information on the Line of Sight; Directorate Responsibilities; Key Corporate Indicators; Areas for Scrutiny to Consider; Achievements and ambitions of the Draft Delivery Plan.

The Chairperson thanked officers for the presentation and invited questions and comments from Members.

- Members asked which section of the directorate had the highest sickness levels. Officers explained that the directorate had increased in diversity and now included community maintenance teams and caretakers etc. it was noted that sickness was higher with mobile workers but that change in the current climate also added stress. A breakdown of the sickness levels would be brought to a future committee meeting.
- Members noted the increasing age profile of the workforce, less recruitment taking place due to budget cuts and asked what was being done for succession planning. Officers explained that succession planning work was being undertaken, there were apprenticeships and traineeships across the directorate. It was added that the age profile doesn't follow the presumed trajectory that budget cuts mean the Council is left with older employees. the workforce plan would be provided to Members.
- Members noted the achievements of the Into Work Service had been excellent and that the KPI targets were advanced on what's been achieved this year which was positive. Members asked when the two tier fee structure for Adult Community Learning would be brought to Committee and were advised that officers would schedule it with the Principal Scrutiny Officer.
- Members were surprised by the high sickness levels and asked how much it cost the directorate in terms of overtime and agency spend. Officers explained that they did have this information but that it doesn't necessarily correlate to sickness; only critical services were covered. Members would be provided with the information on agency spend and overtime. The Cabinet Member added that the Directorate as a whole was financially sound with an underspend, although it was recognised that sickness absence needed to be looked at, it was important to understand pressures on staff who are under the stress of budget and job cuts. The Cabinet Member assured Members that the Directorate was doing all it could and the situation would be monitored.
- Members asked for further information on Apprenticeships, such as the number in the directorate, the length and whether college work was included. Officers explained that the length of the apprenticeships varied depending on activity, some in the Benefits section were 12 months whereby in Community Maintenance they could be 3 years. Day Release to college happened occasionally. The directorate were looking at opportunities for apprenticeships

across the directorate and to tie up with the Into Work service. The number of apprenticeships would be provided to Members.

## **Sport Leisure and Culture Directorate Delivery Plan 2015/16**

The Chairperson welcomed Councillor Peter Bradbury Cabinet Member Community Development, Co-operatives & Social Enterprise and Chris Hespe Director Sport Leisure and Culture to the Committee.

The Chairperson invited Councillor Peter Bradbury Cabinet Member Community Development, Co-operatives & Social Enterprise to make a statement in which he stated that the directorate provided discretionary services and it was important to find ways to keep these going in times of austerity. Delivering events such as the Rugby World Cup provided record numbers for income from leisure services, therefore driving up the income generated and not needing to decrease the services. The Cabinet Member thanked the Committee for the work undertaken to date which had been invaluable for how Scrutiny and Cabinet can function and develop Policy.

Members were provided with a presentation on the Sport Leisure and Culture Directorate Delivery Plan 2015/16 which included information on Key Achievements 2014/15; Net Budget 2015/16; Core Business Priorities and Planning for the Future. Members were also advised that there would be an invitation to visit Thornhill Crematorium in the near future.

The Chairperson thanked officers for the presentation and invited questions and comments from Members.

- Members were pleased to hear that there were 28 Apprenticeships in the Directorate. Members asked what work was being done with regards to Biodiversity to encourage Bee's; wildflower meadows, using land that won't be developed as part of the Local Development Plan for public use and diversity. The Cabinet Member stated that work was being undertaken to encourage the Bee population such as changes to grass cutting regimes. He supported the idea of land use and considered that officers would look into this. Officers added that they considered biodiversity hugely important, they had built a relationship with the RSPB which was very positive; land equating to 40 football fields had been allocated across the city as wildflower meadows and further opportunities would be sought out.
- Members noted that discussions were ongoing with the Muslim Community regarding next day burials.
- Members noted that the Community Asset Transfers took a long time to complete, The Cabinet Member agreed and stated that they were looking at leases rather than traditional asset transfers to try to speed things up. The Cabinet Member stated that a Strategy is being developed to inform the Councils process for asset transfers
- Members noted that Cardiff's park's were in the top 6 of the most improved parks in the UK and asked whether this would be put at risk with budget cuts. The Cabinet Member stated that they were always concerned that cuts effect

the quality of a service but there was good work being done with friends groups and volunteers.

- With regard to the Alternative Delivery Model, Members asked if the £400k saving in Quarter 1 could be achieved. Officers explained that it was a competitive dialogue; tender documents were due out in the next few weeks and would be brought to Committee. In December Cabinet would decide if Leisure Centres and Arts Venues would stay or go external, so currently officers are looking at enhancing the internal; if savings cant be achieved by Alternative Delivery Model then there would be opportunities to achieve them through different ways of working internally; enhancing the in-house position to meet challenges and pressures.
- Members noted that funeral charges had increased and asked if the surplus in budget was being kept for extra funeral spaces. Officers explained that the Cardiff Funeral Service is very competitive and they were keen to keep it at a reasonable cost. With regard to Bereavement Services Surplus, this is ring-fenced for Bereavement Services and can be Capital spend or other things such as future funeral space.

### **Draft Economic Development Directorate Delivery Plan 2015/16**

The Chairperson welcomed Councillor Phil Bale Leader, Neil Hanratty Director Economic Development Ken Poole Head of Economic Development and Roger Hopwood Arts & Theatres Manager to the Committee.

Members were provided with a presentation on the Sport Leisure and Culture Directorate Delivery Plan 2015/16 which included information Line of Sight; Directorate Responsibilities; Key Corporate Indicators; Key Context and Challenges; Other Business Priorities and Ambitions of the Draft Delivery Plan.

The Chairperson thanked officers for the presentation and invited questions and comments from Members.

- Members asked if Officers considered that Transport was key for economic growth in a city. Officers stated that it was a key aspect, but that other factors such as workforce skills and properties were also vital.
- With reference to the Multi Purpose Arena, Members asked whether plans had now had to be changed due to the announcement of a convention centre at the Celtic Manor. Officers explained that Cardiff still needs a Conference Facility, whether the scale of that would now change would be a different matter; the facility at the Celtic Manor would be 3.5k capacity and Cardiff had wanted 1200/1400 capacity. It was added that the Arena would be publically funded so may now be more difficult to move forward. The Arena would host different events as well as conferences and conventions and Cardiff are committed to taking the project forward.
- Members discussed the Cardiff Business Council. Officers stated that there would be a review in a few weeks time with a number of objectives; the funding is due to expire on 31/3/2016 so it needs to be looked at in terms of sustainability; the opportunity to move forward with the City region/City Deal if

it is fit for this purpose and any other issues identified at the review stage. The Leader added that Professor Tim Williams was involved in the work and he has extensive knowledge of the business community in South Wales. The results of the review would be brought to committee.

- Members discussed the Skills Gap and officers stated that there was work being done across various sectors in South East Wales to address this issue, to meet the new and emerging needs of Industry. It was important to highlight the emerging opportunities in Cardiff to schools, to circulate to careers advisors and head teachers; the importance of having a clear view of the needs of the economy to plan careers with focus; there was still work to be done on this but it is happening. The Leader added that lots of work was being done with colleges and universities and links to the City Deal meant that Cardiff could bid for UK funding for skills and transport etc.
- Members asked how regional priorities for the City Deal would be progressed. The Leader stated that it was early stages and they were looking at regional council's to join Cardiff, waiting for Cabinet Reports go through approving their involvement, this would happen in the next few weeks. The Leader stated he was hopeful all nine surrounding local authorities would give their support to the Cardiff City Deal. Priorities will be established as part of each business case that is submitted to the UK Government. Members will be involved in this process.
- Members discussed building a local skills base and recruiting from outside the City. Officers explained that it was important to build core key skills at a local level but if needed, recruiting expertise from outside wasn't necessarily a weakness, people come to Cardiff for work, love it and stay here. The Leader reiterated this with the examples of Panasonic's success in Cardiff and the Student population's contribution.
- With reference to the Tourist Information Centre, Members asked if there would be one in the centre of Cardiff. The Leader stated that they had planned for a centre in Central Square in the next few years; there was also discussion with St David's 2; Welsh Government were funding £400k to a Welsh Cultural Centre too so there would not only be one facility in Cardiff Bay, the offer would be expanded with satellite points, free Wi-Fi and improved digitalisation.

The Chairperson thanked the Cabinet Members and Officers for attending the meeting, giving their presentations/views and for answering Members questions

AGREED – That the Chairperson writes on the Committee's behalf to the Cabinet Member to convey their comments and observations (see attached).

## 7 : CABINET RESPONSE TO 'CARDIFF CENTRAL MARKET AND HISTORIC ARCADES' INQUIRY

The Chairperson welcomed Councillor Phil Bale Leader, Neil Hanratty Director Economic Development and Charles Coats to the meeting.

Members were provided with a presentation entitled 'Cabinet Response to the Report by the Economy and Culture Scrutiny Committee into Cardiff Central market and historic Arcades – Update', which included information on Market Strategy and Management; Market Management and the Business Improvement District/Tourism Strategy.

Members were advised that work had been with the Tenants Association which had resolved many historic issues, the Council had offered free arbitration and things were moving forward.

The Chairperson thanked Mr Coats for the presentation and invited questions and comments from Members:

- Members asked for more information on business rates for market stall holders. Officers advised that there was a new regime across the UK now whereby rates are levied direct against the individual stall holders rather than the Council/Landlord as it had previously been. As a result many stalls had seen a significant discount or were rate free.
- Members asked what could be done to bring the standards up to European Market standards. Officers advised that Cardiff Central Market was an iconic building in a great location with the potential of being a tourism attraction; these characteristics needed to be exploited. There was already diversity in the market, 63 stall holders with 50 different offers. It had been important to first resolve the legacy of issues and have a platform to move forward. Last year the market had joined NAMBA and had a health check from them; there is now a small market sub group which meets and stall holders can learn from good and bad practice; the local markets initiative was rising the profile of the market and it was important to work in partnership with the tenants going forward.

The Chairperson thanked the Cabinet Member and Officers for attending the meeting, giving their presentations/views and for answering Members questions.

## 8 : GREAT WESTERN CITIES

The Chairperson welcomed Councillor Phil Bale Leader, Neil Hanratty Director Economic Development and Jonathan Day Economic Policy Manager to the meeting.

The Leader provided Members with a presentation on Great Western Cities which included information on the Shift in UK Policy; How UK cities have responded; Great Western Cities in Context; Key Facts; Economic Issues; UK and International Comparators; Shared Priorities and Next Steps.

The Chairperson thanked the Leader for his presentation and invited questions and comments from Members:

- Members considered there may be conflicting issues and a split of resources between South East Wales and Bristol and cited the competing airports as an example. The Leader stated that he has spoken to every Council in the region and the business community and all had been very positive; he added that the partnership was not necessarily about competition although there would be

some competing for funding at the same time. With reference to the airports, the Leader stated that he would urge the owners of Bristol airport to work with Cardiff and the Welsh Government to increase the air offer for the South West to compete with the rest of the UK. He stated that it was important to look at the value in the West of Britain as it is a very attractive and competitive region. He assured Members that the City Region was the primary focus and the Great Western Region sits alongside that.

- Responding to further questions on Cardiff Airport the Leader stated that it was a critical asset and had Welsh Government support; FlyBe being based there was a positive addition; further work with the Vale of Glamorgan Council on Investment and Connectivity was needed and this was very much on the agenda and supported by Welsh Government.
- Members considered that Cardiff was a competitive city and wondered if a joint marketing programme could dilute Cardiff's offer. The Leader stated that Bristol was a Green City and there were lessons that could be learnt from them as well as working together as a region and marketing collectively. Officers added that in order to achieve 'scale' in international competition Cardiff should be part of a wider region. The Leader assured Members that it would not dilute the 'Team Wales' offer.
- Members asked why Swansea wasn't part of the Great Western Cities partnership. The Leader stated that inclusion was not exclusive; Newport was involved and the Leader there was very supportive. Officers added that Swindon and Bath were also important for connectivity.
- Members noted that in terms of marketing it was difficult to push the South East Wales agenda when the Welsh Government had its own view; it was important to ensure that Cardiff was part of the Welsh Government message of investing here. The Leader stated that to be ambitious it was important to work with different partners to encourage inward investment; links with the Valleys needed to be strengthened too.

The Chairperson thanked the Cabinet Member and Officers for attending the meeting, giving their presentations/views and for answering Members questions.

#### 9 : ANNUAL REPORT 2014/15

RESOLVED: to approve the Economy & Culture Scrutiny Committee draft Annual Report 2014/15 for presentation to Council.

#### 10 : WORK PROGRAMME FOR 2015/16

The Constitution states that each Scrutiny Committee will set its own work programme for the forthcoming year (Scrutiny Procedure Rule 7). The Committee is tasked with constructing a work programme for the year ahead that ensures the time available to the Committee is used most effectively, by considering items in a timely fashion that maximise the impact of scrutiny.

Members were invited to consider the approach they would like to take to setting the work programme for the municipal year 2015-16.

Members discussed the ways in which this had previously been done; and the ways in which other Committees undertake this task.

RESOLVED:

- I. That the principal scrutiny officer ask all Members and Directors for potential topics, compile a list of potential topics and circulate to Committee Members;
- II. That a meeting is arranged with Directors to discuss potential topics.

11 : CORRESPONDENCE

RESOLVED: to note the report.

12 : DATE OF NEXT MEETING

The next meeting of the Economy & Culture Scrutiny Committee is scheduled to take place on Thursday 9 July 2015 at 4.30pm in CR4 County Hall.

The meeting terminated at 7.20 pm



Fy Nghyf / My Ref: NRS/RM/PBr/04.06.15

Dyddiad / Date: 30 June 2015



Councillor Peter Bradbury  
Cabinet Member: Community Development, Co-operatives & Social Enterprise  
City of Cardiff Council  
County Hall  
Cardiff  
CF10 4UW

Dear Councillor Bradbury

### **ECONOMY AND CULTURE SCRUTINY COMMITTEE – 4 JUNE 2015**

Thank you for attending the June meeting of the Economy and Culture Scrutiny Committee, where we considered the elements of the Directorate Delivery plans for the City Operations and Communities, Housing & Customer Services directorates that are relevant to this Committee's terms of reference. I will be grateful if you could also pass on the thanks of the Committee to Sarah McGill, Isabelle Bignall and Chris Hespe for their presentations and for addressing the questions that arose during the meeting. The Committee had a few comments and observations following the meeting, which are set out below.

#### **City Operations Directorate Delivery Plan**

Members are mindful that the recent senior management restructure has resulted in the creation of the City Operations Directorate, with some elements of the former Sport, Leisure and Culture Directorate (namely Leisure Services, Parks and Green Spaces and Cardiff Harbour Authority) being moved to this new directorate. It has been clear to us that you have had a good working relationship with the Director of Sport, Leisure and Culture, and have been able to challenge him and work together to drive forward projects such as the Alternative Delivery Models for Leisure and Culture Facilities. We hope that a similar relationship will be established with the new Director for City Operations.

Throughout the year Members have closely monitored the progress in procuring an operator for Leisure Centres and Arts Venues in the city, and have been involved via a task and finish inquiry. We are pleased that these procurement exercises are moving forward as planned but note the Director's comments made during the meeting that the procurement timetable leaves little flexibility, making it challenging to secure the levels of savings indicated within the financial year. Members also note

the comments made that throughout the year the in-house provision has been driven to make efficiency savings and generate increased income, but that there is not much scope for further efficiencies or income to be found. This leaves the Committee questioning what additional money an external provider will be able to secure, and whether the levels of savings applied to this project in the budget are in fact attainable and realistic. We would welcome your comments on this matter.

The Community Asset Transfer of Maes-y-Coed and Plasnewydd Community Centres have been on the radar of this Committee for some time, and you will be well aware that we have written on many occasions to urge you to accelerate the process. With this in mind we are pleased to hear that the need to speed things up has been acknowledged, and that the Council is now looking at long term leases rather than traditional asset transfers as a means of quickening the transfer to community groups. We note that a strategy is being developed with respect to community transfer of Council facilities and request that officers liaise with the Principal Scrutiny Officer in order for this to be brought for our consideration later in the year.

A final note from this Delivery Plan is that the Committee notes the assurances given that a Strategic Framework for Sport and Leisure Facilities should be in place by September 2015 and we will keep this in mind as we look to set the Committee's work programme for the 2015/16 calendar of meetings.

### **Communities, Housing and Customer Services Directorate Delivery Plan**

Our comments on the Communities, Housing and Customer Services Delivery Plan relate to the directorate as a whole, and as such we will be writing to Cllr Merry to raise the same points.

During the meeting Members explored the sickness absence figures for the Directorate. We are aware that the areas of the directorate with high sickness are not those that fall under the Committee's terms of reference, nevertheless we would like to request a breakdown on the sickness in this directorate by age profile and by job categories / service provision for Members to review and make comments to the relevant scrutiny committee should it be deemed necessary.

In relation to these levels of sickness, we are mindful that this will have had a knock on effect on the levels of overtime and agency spend for the directorate. Please could you also provide us with figures on this area of spend, again split by job categories / service provision.

Members were pleased to hear that plans are in place to address an ageing workforce in many of the services within this directorate and in particular that apprenticeships are offered in a number of services, and with a range of durations. Please could you provide us with the relevant figures for apprenticeships provided, the services they apply to, and their duration? Members would also be interested in

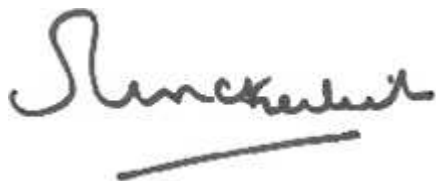
information on how many of these apprenticeships translate into more permanent roles within the Council, if this analysis is available.

To re-cap for ease, the Committee asks that the following points are addressed:

- We would welcome your comments on the savings to be delivered from the Leisure Management procurement exercise and their achievability.
- Request an item be arranged with the Principal Scrutiny Officer to consider the strategy for asset transfers and long term lease arrangements.
- Request an item be arranged with the Principal Scrutiny Officer to consider the Strategic Framework for Sport and Leisure Facilities.
- Request a breakdown on the sickness in this directorate by age profile and by job categories / service provision.
- Request figures for agency and overtime spend split by job categories / service provision.
- Request information on apprenticeships in the directorate, including total number, the services they are within, their duration, and how many translate into permanent employment.

I would be grateful if you would consider the above comments, observations and recommendations, and look forward to receiving your feedback.

Regards,



**Councillor Roderick McKerlich**  
**Chairperson, Economy and Culture Scrutiny Committee**

cc Sarah McGill – Director, Communities, Housing and Customer Services  
Andrew Gregory – Director, City Operations  
Chris Hespe – Director, Sport Leisure and Culture  
Neil Hanratty – Director, Economic Development  
Claire Deguara, Cabinet Support Office  
Members of the Economy and Culture Scrutiny Committee

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Fy Nghyf / My Ref: NRS/RM/BD/04.06.15

Dyddiad / Date: 29 June 2015

Councillor Bob Derbyshire  
Cabinet Member for the Environment  
City of Cardiff Council  
County Hall  
Cardiff  
CF10 4UW



Dear Councillor Derbyshire

### **ECONOMY AND CULTURE SCRUTINY COMMITTEE – 4 JUNE 2015**

Thank you for providing your apologies for the June meeting of the Economy and Culture Scrutiny Committee, where we considered the City Operations Directorate Delivery Plan. Councillor Bradbury and Chris Hespe were able to address all questions raised from your area of responsibility, and I write to you with a few comments and observations the Committee made following the meeting, which are set out below.

#### **City Operations Directorate Delivery Plan**

Members are mindful that the recent senior management restructure has resulted in the creation of the City Operations Directorate, with Parks and Green Spaces being moved to this new directorate. In previous Committee meetings it has been clear to us that you have had a good working relationship with the Director of Sport, Leisure and Culture, and we hope that as responsibility transfers to new director Andrew Gregory, you will be able to build a similar relationship where you are enabled to challenge and drive projects forwards.

At the meeting, Members were pleased to hear that income opportunities have been identified in a number of areas such as tree maintenance, plant production and landscaping and would encourage you to push ahead with these initiatives, while being mindful of the limitations that apply to local authorities.

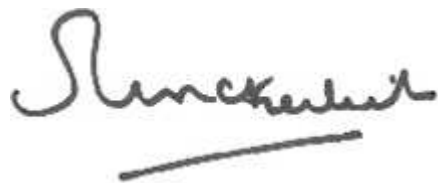
During the Scrutiny of this item, Members strayed on to discussing items that are more suited to the Environmental Scrutiny Committee terms of reference. Despite this, Members wish to note that we welcome the plans to increase and protect biodiversity across Cardiff. We were informed during the meeting that there is the equivalent of 40 football fields of land allocated for wildflower meadows, which is particularly pleasing given that we wrote to you in November 2014 to give our support for this approach.

Similarly, Bereavement Services is probably more suited to the Environmental Scrutiny Committee but we wish to record our praise for the job Martin Birch is doing in relation to providing Muslim Funeral services. While we appreciate the Director's offer of a visit to the Crematorium, we feel this would more relevant for Members of the Environmental Scrutiny Committee, and as such we have cc'd the relevant Principal Scrutiny Officer for information and to explore the offer should the Members wish.

A final note from this Delivery Plan is that the Committee notes the assurances given that a Strategic Framework for Sport and Leisure Facilities should be in place by September 2015. We will keep this in mind as we look to set the work programme for the 2015/16 calendar of meetings and will invite you to attend alongside Councillor Bradbury as we note that the Quarter 2 milestone for this directorate commitment is to explore delivery models for grass sports pitches.

I would be grateful if you would consider the above comments, observations and recommendations, and look forward to receiving your feedback.

Regards,

A handwritten signature in black ink, appearing to read 'Roderick McKerlich', with a horizontal line underneath it.

**Councillor Roderick McKerlich**  
**Chairperson, Economy and Culture Scrutiny Committee**

cc Chris Hespe – Director, Sport Leisure and Culture  
Principal Scrutiny Officer – Environmental Scrutiny Committee  
Andrew Gregory – Director, City Operations  
Alison Taylor – Cabinet Support Office  
Members of the Economy and Culture Scrutiny Committee

Fy Nghyf / My Ref: NRS/RM/SM/04.06.15

Dyddiad / Date: 29 June 2015

Councillor Sarah Merry  
Cabinet Member for Education and Skills  
City of Cardiff Council  
County Hall  
Cardiff  
CF10 4UW



Dear Councillor Merry

### **ECONOMY AND CULTURE SCRUTINY COMMITTEE – 4 June 2015**

Thank you for attending the June meeting of the Economy and Culture Scrutiny Committee, where we considered the elements of the Communities, Housing & Customer Services Directorate Delivery Plan that are relevant to this Committee's terms of reference. I will be grateful if you could also pass on the thanks of the Committee to Sarah McGill and Isabelle Bignall for their presentation and for addressing the questions that arose during the meeting. The Committee had a few comments and observations following the meeting, which are set out below.

I am conscious that there are proposed changes to Cabinet Member portfolios, and as such will ensure a copy of this letter is sent to Cllr De'Ath who is due to take on responsibility for this area of work.

#### **Communities, Housing and Customer Services Directorate Delivery Plan**

As outlined in the 'Key Achievements from 2014/15' section of the Delivery Plan, Members wish to take the opportunity to praise the approach and direction being taken for Into Work Services in Cardiff, following a redesign of Local Training and Enterprise. We note the successes that have been achieved in relation to hosting job fairs, guaranteed interview events and volunteer recruitment, and are pleased that the Council is playing a crucial role in supporting individuals to find paid employment. We hope that these successes will be built upon for the 2015/16 municipal year.

In the letter following the May Committee meeting, Members of this Committee noted their intention to scrutinise the review of concessionary rates for non-priority adult community learning, and this is a point we wish to reemphasise as we look to set our work programme for 2015/16. Please could you liaise with the Principal Scrutiny Officer for the Committee in order to schedule this item?

Our remaining comments relate to the Communities, Housing and Customer Services Directorate as a whole, and as such we will be writing to Cllr Bradbury to raise the same points.

During the meeting Members explored the sickness absence figures for the Directorate. We aware that the areas of the directorate with high sickness are not those that fall under the Committees terms of reference, nevertheless we would like to request a breakdown on the sickness in this directorate by age profile and by job categories / service provision for Members to review and make comments to the relevant scrutiny Committee should it be deemed necessary.

In relation to these levels of sickness, we are mindful that this will have had a knock on effect on the levels of overtime and agency spend for the directorate. Please could you also provide us with figures on this area of spend, again split by job categories / service provision?

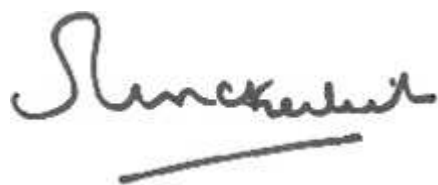
Members were pleased to hear that plans are in place to address an ageing workforce in many of the services within this directorate and in particular that apprenticeships are offered in a number of services, and with a range of durations. Please could you provide us with the relevant figures for apprenticeships provided, the services they apply to, and their duration? Members would also be interested in information on how many of these apprenticeships translate into more permanent roles within the Council, if this analysis is available.

To re-cap for ease, the Committee asks that the following points are addressed:

- Review of concessionary rates for non-priority adult community learning to be scheduled into 2015/16 work programme.
- Request a breakdown on the sickness in this directorate by age profile and by job categories / service provision.
- Request figures for agency and overtime spend split by job categories / service provision.
- Request information on apprenticeships in the directorate, including total number, the services they are within, their duration, and how many translate into permanent employment.

I would be grateful if you would consider the above comments, observations and recommendations, and look forward to receiving your feedback.

Regards,

A handwritten signature in black ink, appearing to read 'Roderick McKerlich', with a horizontal line underneath it.

**Councillor Roderick McKerlich**  
**Chairperson, Economy and Culture Scrutiny Committee**



cc Cllr De'Ath – Cabinet Member, Skills, Safety & Engagement  
Sarah McGill – Director, Communities, Housing and Customer Services  
Cheryl Cornelius and Jo Watkins, Cabinet Office  
Members of the Economy and Culture Scrutiny Committee

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Fy Nghyf / My Ref: NRS/RM/PB/04.06.15

Dyddiad / Date: 16 July 2015



Councillor Phil Bale  
Leader, City of Cardiff Council  
County Hall  
Atlantic Wharf  
Cardiff  
CF10 4UW

Dear Councillor Bale

### **ECONOMY AND CULTURE SCRUTINY COMMITTEE – 4 JUNE 2015**

Thank you for attending the June meeting of the Economy and Culture Scrutiny Committee, where we considered the Economic Development Directorate Delivery Plan, the Great Western Cities Partnership and the Cabinet Response to this Committee's Cardiff Central Market and Historic Arcades Inquiry. I will be grateful if you could also pass on the thanks of the Committee to Neil Hanratty, Ken Poole, Charles Coats and Jonathan Day for their presentations and for addressing the questions arising during the meeting. The Committee had a few comments and observations following the meeting, which are set out below.

#### **Economic Development Directorate Delivery Plan**

Members of the Committee are in agreement with the point of view given during the meeting, that despite the Celtic Manor pushing ahead with its conference centre, there is room for another facility of this kind in Cardiff. We feel the range of hotel provision the city has to offer will help secure usage of such a facility, and we also recognise the intention for this facility to be a multipurpose arena, holding sports and music events, as opposed to a dedicated conference centre. The Committee would be interested in receiving an item on this development when the plans are more tangible, and request this is arranged with the Principal Scrutiny Officer for this committee.

During the meeting, Members tested the rationale for the review of Cardiff Business Council. We were informed that the Council funding for this organisation expires in March 2016, and as such it is a good time for a review take place. Additionally we heard that as arrangements for a City Deal progress, Cardiff Business Council was to be tested to see if it was the best organisation, or best structure to demonstrate to the UK Government that businesses will be enabled to play a leading role in the area. We agree Cardiff Business Council needs to be financially sustainable and able to

deliver for businesses as regional plans develop. Members request the results and way forward are presented to the Committee upon completion of the review.

The Committee wrote to you in April with comments regarding the changes to the Tourist Information Centre, and we wish to reemphasise the points made following discussions at this meeting. You are clearly well aware that the city centre needs to have a dedicated tourist information point and we are confident there are a range of good options coming forward, such as within the Welsh Language Centre or as part of developments at Central Square, and we look forward to reviewing the proposals as they come forward.

Members wish to note the comments made with regard to the City Deal proposals and the ongoing negotiations with surrounding local authorities. At the meeting you stated you were hopeful that all nine surrounding local authorities would give their support to the Cardiff City Deal, with Cabinet reports going through the relevant processes within each Council. We look forward to seeing whether your efforts to outline the benefits of the City Deal are successful and hope the backing of all our neighbouring authorities is received.

In discussing this item, and during the later agenda item on the Great Western Cities Partnership, the importance of transport within Cardiff and connectivity with other cities was emphasised to the Members. Members heard that transport, and the ease of travel within a city are one of the key factors to making it attractive for investors. The Committee is mindful that Cardiff is pushing ahead with a number of developments aimed at boosting the local economy, such as the Central Square and Cardiff Enterprise Zone, and feels it is vital that transport improvements in and around the city are prioritised alongside these.

### **Cabinet Response – Cardiff Central Market and Historic Arcades Inquiry**

Members of the Committee are pleased the work we have undertaken through this inquiry has been valued and taken on board by the Cabinet Member and Officers, with all but one of our recommendations being accepted or partially accepted.

The Committee particularly welcomes the efforts that have been made to improve relations with market tenants and their representative groups. Members are conscious that much of the improvement needed for the market will need to be undertaken with the cooperation and support of its tenants, and it is therefore imperative that any historic disputes or tensions do not hinder any progress or improvement plans agreed for Cardiff Central Market, as was outlined in our report to Cabinet.

The Committee is keen to monitor the progress made in relation to all the accepted recommendations from our inquiry. As we look to set out 2015/16 work programme in

the coming weeks, please could you advise us an appropriate time to schedule a comprehensive update and to scrutinise the vision or improvement plan that has been developed for the Market? Members are keen to see a timeline in relation to the Market, outlining the changes and improvements we can expect to see and when they are due to be complete.

In relation to the vision and aspirations for Cardiff Central Market, the Committee feels the Council needs to be ambitious, setting high targets and looking to bring the market up to the standard of those found in major cities across Europe. Officers at the meeting outlined how great an asset the market is, describing it as iconic and as having a lot of potential as a tourist attraction. We expect to see improvement plans developed that recognise and look to exploit these characteristics.

During the meeting Members were informed the market already offers a diverse range of products and stalls, with 50 different types of product offered across the 63 stalls. We do however question the quality and diversity of what is offered within the market, and feel this could in fact serve as a barrier to developing a high quality tourist attraction. In our experiences when visiting markets abroad, the range of products sold at stalls is fascinating and of a high quality, and we feel at present the offer of Cardiff market does not reach these standards.

### **Great Western Cities Partnership**

Members of the Committee welcomed the comprehensive overview you provided at the meeting and we note the commitment and enthusiasm you demonstrated to the Great Western Cities Partnership. We recognise that this partnership is a good offer for the City of Cardiff and that the benefits that can stem from such a partnership with the cities of Bristol and Newport merit the efforts being invested by yourself and officers.

The Committee wishes to note a need for caution because there may be conflicting interests and a need to split resources between the Great Western Cities Partnership and the Cardiff City Region, particularly as both initiatives could be competing for government funding at the same time. During the meeting you addressed these concerns and we are reassured that you are aware of this potential conflict. We note that during the meeting you commented that the City Region is the primary focus, with the Great Western Cities partnership sitting alongside.

The Committee is conscious there will always be potential for tensions when working on projects across a number of local of authorities or indeed with cities across the border. In working on the City Region and Great Western Cities partnership, Cardiff will be working with both the Welsh and UK Governments and we feel there may well be conflicting interests to be balanced. It is our hope that as plans progress, the understanding of how they can coexist and how each can provide benefits for the

surrounding areas will become clearer. Again, we are reassured you are aware of the potential conflicts and finely balanced relationships that will need to be maintained, and hope that commitment to these projects produces tangible benefits for Cardiff.

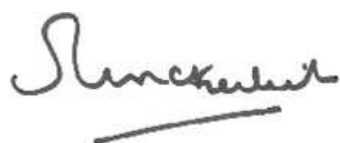
During the presentation given at the meeting, you made reference to a report identifying that the potential negative impact for Cardiff from HS2 is around £60m. Please could you provide us with any analysis that has been undertaken into this figure, or indeed share the report which identified this negative impact? Members of the Committee are also interested to know how other cities, such as Bristol, are potentially going to be impacted according to this report, and whether this has been a catalyst for their willingness to work in partnership with authorities in South East Wales.

To re-cap for ease, the Committee asks that the following points are addressed:

- an item be arranged with the Principal Scrutiny Officer to consider the proposals for a multipurpose arena when they are more tangible.
- an item be arranged with the Principal Scrutiny Officer to consider the results of the Cardiff Business Council review and the plans for the way forward.
- an item be arranged with the Principal Scrutiny Officer to consider the longer term proposals for a Tourist Information Centre in the city centre.
- an indication be given of an appropriate time to schedule a comprehensive update on Cardiff Central Market.
- provide the report and analysis on the potential negative impact from HS2 for both Cardiff and other cities such as Bristol.

I would be grateful if you would consider the above comments, observations and recommendations, and look forward to receiving your feedback.

Regards,



**Councillor Rod McKerlich**  
**Chairperson, Economy and Culture Scrutiny Committee**

cc Neil Hanratty – Director of Economic Development  
Cabinet Support Office  
Members of the Economy and Culture Scrutiny Committee.