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AGENDA

Committee	ECONOMY & CULTURE SCRUTINY COMMITTEE
Date and Time of Meeting	TUESDAY, 18 JULY 2017, 5.30 PM
Venue	COMMITTEE ROOM 1 - COUNTY HALL
Membership	Councillor Howells (Chair) Councillors Ebrahim, Gordon, Gavin Hill-John, Parkhill, Robson, Sattar and Stubbs

Time approx.

1 Appointment of Chairperson and Committee Membership 5.30 pm

The Council at its meeting held on 25 May 2017 appointed Councillor Nigel Howells as Chair and the following Members to this Committee:

Councillors Ebrahim, Gordon, Gavin Hill-John, Parkhill, Robson, Sattar and Stubbs

2 Terms of Reference

To scrutinise, measure and actively promote improvement in the Council's performance in the provision of services and compliance with Council policies, aims and objectives in the area of economic regeneration.

- Cardiff City Region City Deal
- Inward Investment and the marketing of Cardiff
- Economic Strategy & Employment
- European Funding & Investment
- Small to Medium Enterprise Support
- Cardiff Harbour Authority
- Lifelong Learning
- Leisure Centres
- Sports Development
- Parks & Green Spaces
- Libraries, Arts & Culture
- Civic Buildings
- Events & Tourism
- Strategic Projects

- Innovation & Technology Centres
- Local Training & Enterprise

To assess the impact of partnerships with and resources and services provided by external organisations including the Welsh Government, joint local government services, Welsh Government Sponsored Public Bodies and quasi-departmental non-governmental bodies on the effectiveness of Council service delivery.

To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures which may enhance Council performance or service delivery in this area.

3 Apologies for Absence

To receive apologies for absence.

4 Declarations of Interest

To be made at the start of the agenda item in question, in accordance with the Members' Code of Conduct.

5 Minutes (Pages 1 - 10)

To approve as a correct record the minutes of the meeting held on 14 February 2017 and 9 March 2017.

6 Work Programming (Pages 11 - 38)

5.35 pm

- (a) Councillor Russell Goodway, Cabinet Member Investment and Development will be invited to make a brief statement
- (b) Neil Hanratty, Director of Economic Development will be in attendance to give a presentation and answer Members' questions;
- (c) Questions by members of the Committee;
- (d) Councillor Peter Bradbury, Cabinet Member Culture and Leisure, will be invited to make a brief statement
- (e) Neil Hanratty, Director of Economic Development, and Andrew Gregory, Director of City Operations will be in attendance to give a presentation and answer Members' questions;
- (f) Questions by members of the Committee;

5.50pm

- (g) Councillor Sarah Merry, Cabinet Member Education, Employment and Skills, will be invited to make a brief statement 6.10pm
- (h) Sarah McGill, Director of Communities, Housing and Customer Services, and Isabelle Bignall, Assistant Director of Customer Services will be in attendance to give a presentation and answer Members' questions;
- (i) Questions by members of the Committee;
- (j) Councillor Lynda Thorne, Cabinet Member Housing and Communities, will be invited to make a brief statement 6.25pm
- (k) Sarah McGill, Director of Communities, Housing and Customer Services, and Jane Thomas, Assistant Director of Housing and Communities will be in attendance to give a presentation and answer Members' questions;
- (l) Questions by members of the Committee;

7 Way Forward 6.40 pm

8 Date of next meeting

The next meeting of the Committee is scheduled to take place on 14 September 2017.

Davina Fiore

Director Governance & Legal Services

Date: Wednesday, 12 July 2017

Contact: Andrea Redmond, 029 2087 2434, a.redmond@cardiff.gov.uk

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ECONOMY & CULTURE SCRUTINY COMMITTEE

14 FEBRUARY 2017

Present: County Councillor McKerlich(Chairperson)
County Councillors Howells, Hyde, Keith Jones and Simmons

44 : APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Ed Stubbs.

45 : DECLARATIONS OF INTEREST

No declarations of interest were made in accordance with the Members' Code of Conduct.

46 : MINUTES

The minutes of the meeting of the Economy and Culture Committee held on 8 December were agreed as a correct record and signed by the Chairperson.

47 : ARTS ADM

It was noted that appendices B2, B3, B4 and B5 of Appendix B to the report are not for publication under Schedule 12A Part 4, Paragraph 14 and Schedule 12A Part 5, Paragraph 21 of the Local Government Act 1972 (as amended).

The Chairperson welcomed Councillor Peter Bradbury, Cabinet Member for Community Development, Co-operatives and Social Enterprise, Neil Hanratty, Director – Economic Development and Roger Hopwood, Arts and Theatres Manger to the meeting.

The Chairperson invited Councillor Bradbury to make a statement in which he stated that whilst reaching the decision to terminate the Arts & Culture ADM in favour of an Enhanced In-house Model had taken some time, it is in the best interests of all involved for the Council to retain control of the venues.

The Chairperson invited Neil Hanratty, Director – Economic Development to provide Members with the presentation.

The Chairperson invited questions and comments from Members:

- Members welcomed the decision made but queried the cost involved in the process and were advised the team who dealt with both the ADM and the Enhanced In-House Model were the same.
- Officers explained that the challenge is in ensuring there is capacity to deal with the complex issues.
- Members were advised that it is necessary for new relationships to be developed, examples given were the BBC and WNO. However, it was important that there were both operational and revenue savings.

- Members were informed that that savings of £417k need to be achieved this year across the two venues, together with the previous year's savings of £130k. Officers are confident that these savings will be achieved using a combination of increased sales and improved working practices.
- Members were advised that there is to be detailed consideration of 'not for profit' organisations, such as a trust. These organisations are able to claim mandatory National Non Domestic Rates which also help in achieving the savings.

AGREED: That the Chairperson on behalf of the Committee writes to the relevant Cabinet Member and officers thanking them for attending the meeting and conveying the observations of the Committee.

48 : DRAFT BUDGET PROPOSALS 2017/18 & CORPORATE PLAN 2017 - 2019

Corporate Overview

The Chairperson welcomed Councillor Graham Hinchey, Cabinet Member for Corporate Services & Performance, Christine Salter, Corporate Director Resources and Ian Allwood Head of Finance to the meeting.

The Chairperson invited Councillor Hinchey to make a statement. Thereafter Members were provided with a presentation on the Draft Budget Proposals 2017/18, after which the Chairperson invited questions and comments from Members:

- Members were advised that notification of the settlement from Welsh Local Government was late, but that it was better than anticipated. As a result of that the Financial Resilience Mechanism (FRM) now stands at £4m. Further, the level of contingency has been reduced to £3. Members discussed the use of the FRM for the next year.
- Members raised concern at the current level of debt, approximately £666m and how long the borrowing of substantial sums will continue. Members were advised that robust reviews were undertaken and robust advice provided.
- Members were advised that there will be a continuation of funding for Operation Mistletoe from earmarked reserves.

Economic Development Directorate

The Chairperson welcomed Councillor Phil Bale - Leader, Economic Development and Partnerships, Councillor Peter Bradbury, Cabinet Member for Community Development, Co-operatives and Social Enterprise, Neil Hanratty, Director, Economic Development, Christine Salter, Corporate Director Resources and Ian Allwood Head of Finance to the meeting.

The Chairman invited Councillor Bale to make a statement in which he made reference to the City Deal, the Business Improvement District, Central Square, the Indoor Arena, and the International Sports Village.

Members were provided with a presentation by Neil Hanratty, Director after which the Chairperson invited questions and comments from Members.

- Members were advised that there was confidence in the achievability of the savings outlined even in light of the Brexit process.
- Members wanted to know whether financial support could be offered to businesses by the Council in light of the Brexit process but were advised that whilst financial support can no longer be provided, advice as to where support and information can be obtained via Welsh Government would be.

City Operations Directorate

The Chairperson welcomed Councillor Peter Bradbury, Cabinet Member for Community Development, Co-operatives and Social Enterprise, Councillor Bob Derbyshire, Cabinet Member for Environment, Andrew Gregory, Director City Operations, Christine Salter, Corporate Director Resources and Ian Allwood Head of Finance to the meeting.

The Chairman invited both Councillor Bradbury and Councillor Derbyshire to make a statement. Members were provided with a presentation by Andrew Gregory, Director City Operations, after which the Chairperson invited questions and comments from Members.

- Members asked for more information about which sports facilities are to be refurbished enabled through the allocation of Financial Resilience Mechanism funding. They were advised that a review is currently being undertaken and information will be provided for the Committee's consideration in due course.
- Members were advised that officers are actively engaged in seeking alternative sponsorship for the RHS, further it was noted that ticket sales are up on last year.

Communities, Housing and Customer Services Directorate

The Chairperson welcomed Councillor Peter Bradbury, Cabinet Member for Community Development, Co-operatives and Social Enterprise, Councillor Dan De'Ath, Cabinet Member for Skills, Safety, Engagement and Democracy, Sarah McGill, Director Communities, Housing and Customer Services, Christine Salter, Corporate Director Resources and Ian Allwood Head of Finance to the meeting.

The Chairman invited both Councillor Bradbury and Councillor De'Ath to make a statement. Members were provided with a presentation by Sarah McGill, Director Communities, Housing and Customer Services after which the Chairperson invited questions and comments from Members.

- Members were advised that library provision would be present at Llanrumney Hub whether or not the bid for finance was successful.
- Officers advised that whilst finance has not been allocated within the budget for improvements at existing Hubs across the city, work is ongoing with other

public sector partners to drive service improvements and improved customer experience. Updates will be provided to the Committee in due course.

AGREED: That the Chairperson on behalf of the Committee writes to the relevant Cabinet Member and officers thanking them for attending the meeting and conveying the observations of the Committee.

49 : DATE OF NEXT MEETING

The next meeting will be in Committee Room 4, County Hall on Thursday 9 March 2017 at 4.30 pm.

The meeting terminated at Time Not Specified

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ECONOMY & CULTURE SCRUTINY COMMITTEE

9 MARCH 2017

Present: County Councillor McKerlich(Chairperson)
County Councillors Dilwar Ali, Howells, Hyde, Keith Jones and
Simmons

50 : APOLOGIES FOR ABSENCE

The Chairperson advised that the whole of the meeting would be filmed for webcasting, except where there were confidential or exempt items.

Councillor Howells had previously advised that he would be late attending the meeting due to work commitments.

51 : DECLARATIONS OF INTEREST

None received.

52 : MINUTES

The minutes of the meeting held on 12 January 2017 were agreed as a correct record and signed by the Chairperson.

53 : CENTRAL SQUARE REGENERATION SCHEME

Members were reminded that Appendices 2, 3, 4 and 5 to Appendix A of the report was exempt from publication because they contain information of the kind described in paragraphs 14 and 21 of parts 4 and 5 of Schedule 12A to the Local Government Act 1972. It was viewed that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

It would be necessary for members of the press and public to leave the meeting room, allowing the Committee and witnesses to discuss information contained within the confidential appendices.

The Chairperson welcomed Councillor Phil Bale (Leader, Economic Development and Partnerships), Neil Hanratty (Director – Economic Development) and John Worrall (Head of Major Projects) to the meeting.

The meeting then went into closed session to consider confidential items.

RESOLVED that the views of the Committee would be discussed during the way forward section of the meeting and a letter sent to the Leader in due course.

54 : QUARTER 3 2016/17 - MONITORING PERFORMANCE

The Chairperson welcomed Councillor Phil Bale (Leader, Economic Development and Partnerships), Councillor Peter Bradbury (Cabinet Member Community Development, Co-operatives & Social Enterprise) and Neil Hanratty (Director – Economic Development) to the meeting.

Members were provided with a presentation on Quarter 3 Performance and the Chairperson invited questions and comments from Members:

- Members asked who was driving the creative industry development at the 'C' Shed. Officers advised that Associated British Ports were the owners of the building. Discussion had been ongoing with Igloo who were the owners of the adjacent building, and the owner of the Tramshed Development, about relocating the road to behind the building for public access. There was a cost associated with this and various ways of delivering public transport to the building were being considered.

The Leader added that it was one of the older buildings in the Bay; progress was being made and it was an opportunity to use the space creatively if the additional access arrangements could be resolved.

RESOLVED that the views of the Committee would be discussed during the way forward section of the meeting and a letter sent to the Leader and Cabinet Member in due course.

55 : CARDIFF CONTEMPORARY ARTS FESTIVAL 2016

The Chairperson welcomed Councillor Peter Bradbury Cabinet Member (Community Development, Co-operatives & Social Enterprise), Kath Richards (Head of Culture, Venues & Events) and Ruth Cayford (Visual Arts Manager) to the meeting.

The Chairperson invited the Cabinet Member to make a statement in which he said that it was all good news; the event had been very successful and footfall had been up on previous years. He added that this was due to the excellent work of Ruth Cayford and her team who had managed to put on the event with very little budget.

Members were provided with a presentation on Cardiff Contemporary Festival 2016 after which the Chairperson invited questions and comments from Members:

- Members asked if there was any way of discerning the number of people that visited the festival from outside Cardiff. Officers explained that it was difficult to do, as they do not have the capacity to undertake individual interviews and determine this information. Anecdotal evidence from conversations with those engaging with the festival show that visitors came from places including China, Japan, Glasgow, Liverpool and France.
- Members asked what was next and if there would be a festival for 2018. Officers stated that there would be a period of reflection now; they may look at the architecture and design and also look at resources and funds. They added that they would however need Council support and stressed the positive impact that the festival has for the City. Discussions are underway with Tate, Tate Modern and Turner Prize and all had expressed interest.

The Cabinet Member added that there were also conversations taking place across the cultural sector in Cardiff. He added that he admires the work that been done and the fact that the festival was brought in on virtually no budget; this was an entirely discretionary area and had already felt the brunt of the savings.

- Members asked how the Cardiff Contemporary Festival compares with the Edinburgh Festival. Officers stated that it could not really be compared to Edinburgh, but comparisons had been made with Liverpool and Glasgow, both of which had a larger team of staff and budgets; Cardiff had received coverage that equalled both.
- Members asked if hotel prices rose during the festival and were advised that market forces drive the hotel prices, this did not happen at this event.
- Members wondered if the Tramshed had been used during the Festival and were advised that it had not been used this time but it had been in the past and it attracted plenty of interest.
- With regards to timescales and planning schedules, Members asked when officers had started to plan the 2016 Festival. Officers stated that it was December 2015, but if the Festival was to go ahead in 2018, they would want to start planning now and have a 2 year run in time.

The Cabinet Member added that cross party commitment was needed to keep Arts flourishing in the City as a reputation of excellence was already being established in Cardiff.

RESOLVED that the views of the Committee would be discussed during the way forward section of the meeting and a letter sent to the Cabinet Member in due course.

56 : FRIENDS GROUPS AND VOLUNTEERS IN PARKS

The Chairperson welcomed Councillor Bob Derbyshire (Cabinet Member – Environment), Nicola Hutchinson (Conservation Officer), Martine Chamberlain (Friends of Forest Farm), Steve Bool (Friends of Heath Park) to the meeting.

The Chairperson invited the Cabinet Member to make a statement in which he said that it was a very positive story to tell and he wanted to take the opportunity to thank all of the friends groups, without whom the Parks in Cardiff would not be the wonderful places they are today. Going forward with more cuts coming, the friends groups and volunteers would be needed more and more.

Members were provided with a presentation on Friends Groups & Volunteering after which the Chairperson invite statements from representatives of the Friends Groups.

Steve Bool (Friends of Heath Park) stated that he had been active in the group for 25 years; there was a real community spirit in the group, it provided opportunities for schools, the community and disadvantaged people to participate, always under the jurisdiction of the Council Staff, Insurance, Health and Safety etc.

He added that he had wholehearted praise for the Rangers Service but was concerned that support was starting to reduce, with issues such as litter and dog fouling increasing. Some of the positive schemes that had emulated from the

partnership/collaborative working were provided such as the sensory garden at Heath Park and Flood Prevention at Pontcanna.

Martin Chamberlain (Friends of Forest Farm) stated that he will only take volunteers onto Forest farm if they have rangers with them due to the skills, knowledge and insurance needed. He had concerns that he would not be able to continue with events and projects using volunteers without continued ranger support.

The Cabinet Member added that since he had taken over the portfolio he had made it clear that Community Rangers are vital to the Parks service, and needed to be maintained. In the budget for 2017/18 there remained the same number as there was before as without them the friends groups and volunteers could not continue.

The Chairperson invited questions and comments from Members:

- Members asked how many Community Rangers there were and were advised there were five, however ten posts in total for Community & Conservation Rangers; there were Urban rangers and these had taken the brunt of the cuts previously and could no longer be called upon for support for larger projects, making the friends groups and volunteers even more necessary.
- Members asked if Friends of Forest Farm had worked with Friends of Hayley Park in Llandaff North and were advised that they had helped set up that friends group, working closely at the start and then providing a buddy service thereafter. This support was also open to others.
- Members congratulated the Friends groups on the work that had been done to date and asked what was being done to encourage a more diverse cohort of volunteers to encourage diversity. Officers explained that they try to encourage local organisations and community groups; it could sometimes prove difficult with cultural differences and the key is to work with groups that they are used to and people that they know already.
- Members asked whether many young people were volunteering and were advised that the volunteers were all ages but predominantly people who have free time to give. There was work being done through the Welsh BAC, Duke of Edinburgh and Student Work Experiences; also exploring apprenticeships and developing practical volunteering courses.

RESOLVED that the views of the Committee would be discussed during the way forward section of the meeting and a letter sent to the Cabinet Member in due course.

57 : ANNUAL REPORT - ECONOMY AND CULTURE SCRUTINY COMMITTEE

Members were asked to consider the Committee Annual Report and were advised that the draft would be updated to reflect the content of the meeting. Members were keen to add their support for work undertaken by both the Friends Groups & Volunteers in Parks and also the officers involved in the Contemporary Arts Festival 2016.

Members were asked to send any amendments or comments to the Scrutiny Officer.

RESOLVED to approve the Economy and Culture Scrutiny Committee draft Annual Report 2015/16 for presentation to Council, subject to the above inclusions.

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**CYNGOR CAERDYDD
CARDIFF COUNCIL****ECONOMY & CULTURE SCRUTINY COMMITTEE****18 JULY 2017**

WORK PROGRAMME 2017 – 18

Purpose of the Report

1. To present information that will enable Members to discuss and agree priorities for Committee's 2017/18 Work Programme.

Background

2. The Constitution states that each Scrutiny Committee will set its own work programme for the forthcoming year (Scrutiny Procedure Rule 7). The Committee constructs a work programme for the year ahead that ensures Committee uses the time available to most effectively, by considering items that maximise the impact of scrutiny.
3. This Committee's terms of reference give the Committee responsibility for scrutinising, measuring and actively promoting improvement in the Council's performance in the provision of services and compliance with Council policies, aims and objectives in the following areas:

- Cardiff City Region City Deal
- Inward Investment & the Marketing of Cardiff
- Economic Strategy & Employment
- European Funding & Investment
- Small to Medium Enterprises
- Cardiff Harbour Authority
- Lifelong Learning
- Leisure Centres
- Sports Development
- Parks & Green Spaces
- Libraries, Arts & Culture
- Civic Buildings
- Events & Tourism
- Strategic Projects
- Innovation & Technology Centres
- Local Training & Enterprise.

4. Scrutiny plays an essential role in promoting accountability, efficiency and effectiveness in the Council's decision-making process and the way in which it delivers services. The main roles of the Scrutiny Committees are:
 - i) Holding to account the Cabinet and officers as decision-makers.
 - ii) Being a 'critical friend', through questioning how decisions have been made, thus providing a 'check and balance' to decision makers, adding legitimacy to the decision making process.
 - iii) Enabling the voice and concerns of the public to be heard.
 - iv) Undertaking reviews to improve Council policies and services.

Developing a work programme

5. Attached at **Appendix A** is a list of potential work programme items drawn from:
 - i) Suggestions received from Members¹ and officers;
 - ii) Items recommended by the previous Committee²;
 - iii) A desk-based review of high level partnership and corporate documents.
6. At this meeting, Members will hear from most of the Cabinet Members and Directors whose work falls within the terms of reference of this Committee. The Chair has requested they highlight their key issues and challenges and any areas where they believe scrutiny can assist them in driving improvement. This may identify potential items not already been listed. The Chair is meeting those Cabinet Members and senior officers who are not attending this committee meeting and will feed their comments into the work programming process.
7. To assist Members, attached at **Appendix B** is a table that shows the areas within each relevant Cabinet Member portfolio which falls within this Committee's terms of reference and which Director has responsibility for each area.

¹ All Members were emailed on 26 June 2017 seeking suggestions for scrutiny work programmes

² Taken from the Economy & Culture Scrutiny Committee Annual Report 2016/17

Prioritising items

8. Committee Members will need to prioritise items for inclusion in the work programme, given the limited resources available. Attached at **Appendix C** is a short guidance document, which includes:
 - a range of factors to balance in establishing a work programme;
 - some principles to consider when setting a work programme; and
 - an outline of the P.I.C.K methodology used to ensure that items suggested for scrutiny are likely to deliver useful outcomes.
9. Members can choose to hear items at Committee, either as a one-off item or as a series of items over time. Where resources allow, Members can also choose to consider items outside Committee, via task group inquiries and panels.
10. In setting their work programme, Members are advised to be mindful of Wales Audit Office advice for scrutiny committees to aim to achieve committee meetings that last no longer than three hours, whilst maintaining robust and appropriate levels of scrutiny across the terms of reference, by ensuring agendas are of a manageable size and that work occurs outside committee meetings. On average, this equates to agendas consisting of no more than two substantial items.
11. At Council on 29 June 2017, Members agreed the schedule of committee meetings for the year ahead. There are nine scheduled meetings for this Committee, from September 2017 – May 2018. This means there is scope to scrutinise approximately eighteen substantial items at Committee during the remainder of this year.
12. With regard to potential task and finish group inquiries, the Committee has received some initial suggestions from Cabinet Members, which are detailed in **Appendix A**. These are shown below, with the line number referring to the relevant line in Appendix A:
 - i) Multi-purpose Indoor Arena (Line 13)
 - ii) Economic Development Green Paper (Line 21)
 - iii) Sport & Physical Activity Strategy – the role of schools (Line 29)

- iv) Sport & Physical Activity Strategy – the role of developer contributions (Line 29)
- v) Parks – good practice in developing self-sustaining (cost neutral) parks (Line 34)
- vi) Parks – access for disabled children (Line 34).
- vii) Culture & Events – maximising programming potential (Line 39)
- viii) Culture & Events – strengths and weaknesses (Line 44).

Way Forward

13. At this meeting, Members will have the opportunity to hear from the following witnesses:

- i) Councillor Russell Goodway (Cabinet Member Investment and Development)
- ii) Councillor Peter Bradbury (Cabinet Member Culture and Leisure)
- iii) Councillor Sarah Merry (Cabinet Member Education, Employment and Skills)
- iv) Councillor Lynda Thorne (Cabinet Member Housing and Communities)
- v) Neil Hanratty, Director of Economic Development
- vi) Andrew Gregory, Director of City Operations
- vii) Sarah McGill, Director of Communities, Housing and Customer Services.

14. Witnesses will detail their key challenges and issues and where scrutiny can best assist them in driving improvement. Members will be able to explore these areas with them and seek their views on the Committee's work programme.

15. Members will then be able to discuss and agree the following:

- i) Items to definitely include in the work programme;
- ii) Items where more information is needed prior to deciding whether to include in the work programme; and
- iii) Items not to include in the work programme.

16. Members will also be able to discuss and agree whether items are to be considered at Committee, in a panel meeting or scoped for consideration as an Inquiry.

17. Members may wish to consider agreeing to continued discussion via email, with a view to finalising a proposed work programme for sign off at their committee meeting on 14th September 2017.

Legal Implications

18. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

Financial Implications

19. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations

for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

RECOMMENDATION

The Committee is recommended to:

- i. Discuss and agree priorities and items to be considered within the Economy and Culture Scrutiny Work Programme for 2017/18
- ii. Discuss and agree whether items will be considered at a committee meeting, via a panel or be scoped for consideration as a task and finish inquiry; and
- iii. Discuss and agree the way forward in constructing the work programme.

Davina Fiore

Director of Governance & Legal Services and Monitoring Officer

12 July 2017

Appendix A Work Programme 2017/18 – Possible Items

	Overarching TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
1	Wellbeing Plan	Legislation re PSB Capital Ambition	Welsh Government legislation requires Public Service Boards (PSB) to undertake a needs assessment and a wellbeing plan. Cardiff's PSB is working on its wellbeing plan. There will be public consultation October – December 2017.	All	To scrutinise those aspects of the wellbeing plan that fall within the Committee's terms of reference. Policy Review & Performance Scrutiny Committee takes overarching role re PSB.	October – November 2017
2	Corporate Plan	Capital Ambition	A revised Corporate Plan is prepared annually. It informs the prioritisation and selection of budgetary proposals. Consultation on the proposed Corporate Plan 2018/19 is scheduled for October – December 2017, with the final Plan being taken to Cabinet and Council in February 2018.	All	Scrutinise sections relevant to Committee's terms of reference, for example on fit with partnership commitments; vision, commitments and targets.	October – November 2017 February 2018

Appendix A Work Programme 2017/18 – Possible Items

	Overarching					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
3	Budgetary Proposals 2018/19	Capital Ambition	Budgetary proposals are prepared according to the Council's budget strategy. Consultation on the proposals 2018/19 is scheduled for October – December 2017, with the final Proposals being taken to Cabinet and Council in February, in order to set Council Tax rates in time to meet legislative deadlines.	All	Scrutinise proposals relevant to Committee's terms of reference, for example on finances of Council; risks; and impact on service provision and stakeholders.	October – November 2017 February 2018

	Cllr Thomas					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
4	City Deal including - Metro - Semi-Conductor Cluster	Previous Committee's Annual Report Corporate Plan Capital Ambition Cllr Stubbs – Metro	£1.2 billion investment to improve infrastructure, public transport and drive economic growth. <i>'needs to act as a catalyst for the creation of a grown up regionalism where honest discussions - and strategic decisions - about housing, transport and investment are taken'</i>	Neil Hanratty/ Andrew Gregory	Assurance frameworks and business case for proposed projects. Impact of City Deal on proposed policies, projects and developments in Cardiff.	On going

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Goodway					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
5	Central Square including - Transport Interchange - Grade A offices - Start-up space	Corporate Plan Cabinet Forward Plan Capital Ambition Cllr Goodway – transport interchange	Joint meetings with Environmental Scrutiny Committee since 2014 to scrutinise proposals. In September 2016, scrutinised the design proposals for the transport interchange building.	Neil Hanratty/ Andrew Gregory	Pre- decision re Transport Interchange - to consider proposed funding approach and risks to Council. Grade A offices and Start up space – to consider proposals.	July 2017 Ongoing
6	Civic Centre Heritage Quarter (City Hall) Historic Buildings	Previous Committee’s Annual Report Corporate Plan Capital Ambition	Work undertaken re City Hall maintenance and refurbishment. Capital Ambition states: <i>‘bring forward a business-led strategy designed to address the backlog in maintenance of the city’s most historic buildings and equipping them with the technology required to enable us to find new uses which will contribute to the delivery of the Council’s economic development agenda.’</i>	Neil Hanratty/ Andrew Gregory	Policy development and pre-decision scrutiny	TBC
7	Mount Stuart Square Heritage Quarter	Previous Committee’s	Linked to regeneration of the Coal Exchange and	Neil Hanratty/	Policy development and pre-decision	TBC

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Goodway					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
		Annual Report Corporate Plan	how to maximise the benefits of this for the surrounding area.	Andrew Gregory	scrutiny	
8	Cardiff Bay Masterplan/ International Sports Village	Corporate Plan Capital Ambition Economic Development Delivery Plan	<i>'Commence delivery of International Sports Village phase 2 by 2018.'</i> <i>'Set a refreshed vision for Cardiff Bay as a leisure destination, by securing a new visitor attraction, with the possible creation of a permanent 'beach style' facility and revitalising the strategy for the International Sports Village.'</i>	Neil Hanratty/ Andrew Gregory	Policy development and pre-decision scrutiny	TBC
9	North and South of Central Station	Capital Ambition	<i>'Complete a new business district and gateway to Wales to the north and south of Cardiff Central Station'</i>	Neil Hanratty	Policy development and pre-decision scrutiny	TBC
10	Dumballs Road Masterplan	Previous Committee's Annual Report Corporate Plan Capital Ambition	Almost one third of the Cardiff Central Enterprise Zone is in the Dumballs Road site, located south of Cardiff Central Train Station. It is allocated for housing-led mixed-use	Neil Hanratty/ Andrew Gregory	Scrutinise proposals, including how they fit with the Welsh Government aim of the Cardiff Central Enterprise Zone having a particular	TBC

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Goodway					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
			development. There has been a series of proposals in recent years, most recently with international real estate company, Vastint.		focus on financial and professional advisory services, and the risks to the Council.	
11	East Cardiff Industrial Strategy	Capital Ambition	<i>'Launch a new Industrial Strategy for East Cardiff, aligned to the completion of the Eastern Bay Link.'</i>	Neil Hanratty	Policy development and pre-decision scrutiny	TBC
12	Knowledge Corridor	Capital Ambition	<i>'Expand Cardiff's Knowledge Corridor by working with partners to secure further investment into the Maindy Park campus, Heath Hospital, the proposed new Velindre Hospital and the GE Innovation Park at Coryton.'</i>	Neil Hanratty	Policy development and pre-decision scrutiny	TBC
13	Multi- Purpose Indoor Arena	Corporate Plan Capital Ambition Cllr Goodway	<i>'prioritise the delivery of a new Multi-Purpose Indoor Arena in the best possible location to ensure it can attract the premier national and international events'</i>	Neil Hanratty/ Andrew Gregory	Policy development and pre-decision scrutiny. Possible task group approach to scrutinise proposals in detail.	TBC
14	Creative Industries hub	Corporate Plan	<i>'Support growth in the creative industries sector'</i>	Neil Hanratty	Policy development and pre-decision	TBC

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Goodway					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
			<i>through the development of creative hubs.'</i>		scrutiny	
15	City Business Forum	Capital Ambition	<i>'Establish a City Business Forum to help influence the development and implementation of the Council's investment and development agenda.'</i>	Neil Hanratty	Policy development and pre-decision scrutiny	TBC
16	Support for small businesses	Cllr Gavin Hill-John Also in Economic Development Delivery Plan	Small businesses collectively are a large employer in Cardiff. Councils can work with a range of partners to develop a landscape that supports and encourages their growth.	Neil Hanratty	Scrutinise the support available to small businesses to encourage their growth and the employment opportunities that flow from this.	Flexible
17	Start up and incubator space	Capital Ambition	<i>'Work with the private sector and third sector partners to expand and improve the start-up and incubator space available for new small and medium sized enterprises in Cardiff.'</i>	Neil Hanratty	Policy development and pre-decision scrutiny	TBC
18	Supporting innovation, attracting and retaining talent	Cllr Gavin Hill-John	Cardiff has a number of higher education facilities, with enterprise and innovation support. There is an opportunity to	Neil Hanratty	Identify what the Council and partners could do to maximise innovation by attracting and	Flexible

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Goodway					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
			maximise the benefits this could bring to the local and regional economy.		retaining talent and growing the enterprise environment.	
19	Attracting and retaining large national/ multi-national businesses	Cllr Parkhill	There have been recent announcements of job losses, including Tesco (Heath) and Barclays (Llanishen)		To scrutinise the competitiveness of Cardiff Council policies towards attracting and retaining national and multinational businesses in the city.	Flexible
20	Apprenticeships, work placements and jobs	Corporate Plan Capital Ambition	<i>'Create more opportunities for apprenticeships, work placements and jobs by working with business community, schools and young people.'</i>	Neil Hanratty Sarah McGill Nick Batchelar	Policy development and pre-decision scrutiny	TBC
21	Economic Development Green Paper	Cllr Goodway	Proposing to publish Green Paper shortly. Would welcome scrutiny input into this process.	Neil Hanratty	Possible task group approach to scrutinise Green Paper	Sept/ Oct 2017
22	Economic Strategy	Capital Ambition	<i>'Work with national institutions to create an economic strategy that recognises the economic development potential of</i>	Neil Hanratty	Policy development and pre-decision scrutiny	TBC

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Goodway					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
			<i>sport and culture.'</i>			
23	International Strategy for Cardiff	Previous Committee's Annual Report Corporate Plan	<i>'Develop a revised International Strategy for Cardiff in 2017-18 reflecting implications of and opportunities from last year's referendum decision for the UK to leave the EU.'</i>	Neil Hanratty	Policy development and pre-decision scrutiny	TBC
24	Tourism Strategy and Action Plan Update	Previous Committee's Annual Report Corporate Plan Cllr Goodway	<i>'Implement the Tourism Strategy with a view to attracting more visitors to the city who stay longer and spend more by March 2018.'</i>	Neil Hanratty	Policy development and pre-decision scrutiny.	TBC
25	Tourism – Information Centres	Cllr Gordon	Tourist Information Centres work well when centrally placed in relation to tourist flow.	Neil Hanratty	To explore the best siting of Tourist Information Centres.	TBC
26	Business Improvement District (BID)	Corporate Plan	<i>'Develop an integrated approach to the management of the city centre with the business community' via the BID.</i>	Neil Hanratty	To explore progress with BID and whether delivering expected outputs and outcomes.	TBC

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Bradbury					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
27	Leisure Management Partnership Update	Previous Committee's Annual Report Corporate Plan Cllr Howells Cllr Bradbury	Contract commenced with Greenwich Leisure Limited in December 2016. Commitment in Corporate Plan to <i>'Ensure Leisure Centres deliver high-quality service according to contract'</i> .	Andrew Gregory	To check progress with delivery of contract and consequences of this.	November/ December 2017
28	Sport Cardiff	Cllr Howells	Sport Cardiff used to be run by Cardiff Council but is now delivered by Cardiff Met University (formerly UWIC).	Andrew Gregory	To check impact of change in provider.	Flexible
29	Sport and Physical Activity Strategy	Capital Ambition Cllr Bradbury	Work with partners to develop the strategy <i>'focusing frontline services on increasing participation in sport and physical activities and unlocking continued support for sporting play and physical activity facilities, particularly in our city's most deprived communities.'</i>	Andrew Gregory	Policy development and pre-decision scrutiny. Possible task group to look at role of schools and/ or role of LDP in provision of community facilities for sport and physical activity.	TBC
30	Harbour Authority service provision	Corporate Plan	<i>'Deliver high quality and well maintained Bay and</i>	Andrew Gregory	Policy development and pre-decision	TBC

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Bradbury					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
			<i>water ways at Harbour Authority'</i>		scrutiny	
31	Harbour Authority funding	Cllr Robson	Welsh Government fund the Harbour Authority on a rolling basis and are undertaking a fundamental review of this in Autumn 2017,	Andrew Gregory	Scrutinise the implications of any proposed changes to funding arrangements.	To fit in with fundamental review by Welsh Government.
32	Cardiff Bay	Capital Ambition	<i>'Bring forward significant improvements in the visitor experience of Cardiff Bay, Alexandra Head and Mermaid Quay, building on Cardiff's unique industrial heritage.'</i>	Neil Hanratty	Policy development and pre-decision scrutiny	TBC
33	Llanishen Reservoir	Capital Ambition	<i>'Work in partnership to return sailing to Llanishen Reservoir.'</i>	Andrew Gregory	Policy development and pre-decision scrutiny	TBC
34	Parks – development of Parks & Green Spaces Strategy	Corporate Plan Capital Ambition	<i>'Develop an updated Parks and Green Spaces Strategy by March 2018 including maintaining and increasing the Green Flag status of parks.'</i> <i>'Protect and enhance Cardiff's parks, green space and usable open</i>	Andrew Gregory	Policy development and pre-decision scrutiny. Possible task group to explore how other cities in UK and across the World have made their parks self-sustaining, in terms	TBC

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Bradbury					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
		Cllr Bradbury	<i>space by creating a more commercial and self-sustaining approach. Major new improvement plans will focus on Roath Park, Forest Farm as well as other locations.'</i>		of generating income to cover costs. Possible task group to explore how to improve access to parks for disabled children.	
35	Parks - Safety	Cllr Ebrahim and Cllr Gordon Cllr Stubbs	Members are aware of several attacks in parks, reported in the media. Members are also aware of other issues causing safety concerns and damage, including BBQs, needles and dog fouling. Members wish to understand what more could be done to prevent these types of incidents.	Andrew Gregory	Examine range of safety concerns relating to use of parks. Explore mechanisms that have been used successfully elsewhere to tackle these concerns, to see if capable of being utilised in Cardiff.	Flexible
36	Parks Partnership Programme (PPP)	Cllr Stubbs	PPP levers in Heritage Lottery Fund (HLF) funding. The programme covers Bute Park; Roath Park; Parc Cefn Onn; Cathays Park; Forest Farm; and Splott Park.	Andrew Gregory	To scrutinise the next stage in the PPP, the proposals and the consequences of these.	TBC
37	Parks Friends Groups	Capital Ambition	<i>'Further develop an</i>	Andrew	Policy development	TBC

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Bradbury					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
			<i>ambitious network of 'Friends of' and volunteer groups through a range of partnerships and programmes to maximise the social value of citizen participation.'</i>	Gregory	and pre-decision scrutiny	
38	Wider planting and green spaces	Capital Ambition	<i>'Develop an initiative to encourage a more proactive public approach to street and front garden planting, pocket parks and informal green spaces.'</i>	Andrew Gregory	Policy development and pre-decision scrutiny	TBC
39	Arts Venues Enhanced In-house model	Previous Committee's Annual Report Capital Ambition Cllr Bradbury Cllr Goodway	A Council in-house provision model was chosen to deliver revenue savings whilst retaining control over St David's Hall and New Theatre, and discretion over the programme of shows on offer. <i>'Drive up attendances across the Council's venues and attractions competing with and beating our commercial competitors.'</i>	Andrew Gregory	To scrutinise progress in delivering the in-house model and the impact and consequences of this e.g. staff restructure, governance arrangements. Possible task group to look at how best to work cooperatively with	TBC

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Bradbury					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
					other providers to improve visitor experience by dovetailing programming and events.	
40	European Capital of Culture	Capital Ambition	<i>'work with partners to explore a bid for European Capital of Culture'</i>	Neil Hanratty	Policy development and pre-decision scrutiny	TBC
41	Creative Cardiff Initiative	Corporate Plan Capital Ambition	Corporate Plan commitment <i>'work in partnership with Cardiff University to deliver the Creative Cardiff initiative'</i> .	Neil Hanratty	Policy development and pre-decision scrutiny	TBC
42	Cardiff Contemporary	Capital Ambition Cllr Bradbury	<i>'Continue the Cardiff Contemporary initiative with the city's arts community.'</i>	Neil Hanratty	Policy development and pre-decision scrutiny	TBC
43	Womanby Street	Capital Ambition	<i>'Secure the future of live music in Womanby Street by working with the city's business and arts communities.'</i>	Neil Hanratty	Policy development and pre-decision scrutiny	TBC
44	Events - Major events - International events	Capital Ambition Economic Development	<i>'Attract more major events to the city building on the success of the Champions League'</i>	Neil Hanratty	Policy development and pre-decision scrutiny.	TBC

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Bradbury					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
		Delivery Plan Cllr Goodway	<i>Final.</i>		Possible task group to explore strengths and weaknesses of events/ cultural offer.	

	Cllr Merry					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
45	Adult Community Learning (ACL) Performance Information	Previous Committee's Annual Report Corporate Plan	The Welsh Government produces annual performance information to review the success rates for ACL. This covers Learning for Work, Learning for Adults with Additional Needs (Disability Inclusion in Community Education) and elements of Into Work Services	Sarah McGill	To receive the annual performance information and to use this to identify where further scrutiny may be required.	Dec 2017/ Jan 2018
46	Adult Community Learning (ACL) funding	Isabelle Bignall	The Welsh Government are undertaking a fundamental review of the funding distribution formula for ACL across Wales. It is anticipated that there may be a reduction in funding for	Sarah McGill	To examine the proposed funding changes and the repercussions of this for ACL provision in Cardiff.	Autumn 2017

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Merry					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
			Cardiff.			
47	Learning for Life	Previous Committee's Annual Report	These courses are available to all community members and are provided on a cost recovery basis. They provide opportunities for recreational lifelong learning courses.	Sarah McGill	To scrutinise provision of courses.	Flexible
48	English for Speakers of Other Languages (ESOL)	Previous Committee's Annual Report	In January 2013, the Cardiff and Vale College took on responsibility for delivering ESOL courses for Cardiff residents.	Sarah McGill	To examine progress with delivery of ESOL services	Flexible
49	Increasing Aspirations Cardiff Commitment	Cllr Sattar Corporate Plan Capital Ambition Jon Maidment	Corporate Plan commitments to ' <i>strengthening curriculum and skills pathways</i> ' and ' <i>improving the range of employment, education and training opportunities that are available to young people across the city</i> ' and ' <i>increase provision of apprenticeships, traineeships and work placements for young people and work-based</i>	Sarah McGill Neil Hanratty Nick Batchelar	Scrutinise proposals to meet the Corporate Plan commitments. Need to liaise with Children & Young People Scrutiny Committee to ensure do not duplicate work they may be undertaking and/ or to dovetail work.	Flexible

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Merry					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
			<i>training enabling them to develop appropriate skills, knowledge and experience’.</i>			

	Cllr Thorne					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
50	Library Standards	Good practice for scrutiny to receive	Welsh Public Library Standards measure whether core entitlements are met and report on quality standards. They are useful in highlighting good and poor performance.	Sarah McGill	To receive annual report on progress in meeting Welsh Public Library Standards	November/ December 2017
51	Summer Reading Challenge	Previous Committee’s Annual Report	The Summer Reading Challenge runs across Wales, in order to encourage children to read and demonstrate to them that libraries are places they can use.	Sarah McGill	To monitor the performance of Cardiff in delivering the Summer Reading Challenge.	Combine with above item
52	Hubs – Llanedeyrn, Llanishen, St Mellons	Sarah McGill	Llanedeyrn and St Mellons on site. Ongoing discussions with Police re Llanishen site (old police station).	Sarah McGill	The Director has offered to send through updates and data on progress and usage.	Fluid

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Thorne					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
53	Into Work Services	Sarah McGill	This covers: work preparation courses, job fairs, digital inclusion and liaison with Lifelong Learning and external providers. Key issue is changes to external funding.	Sarah McGill	Scrutinising changes to funding for Into Work services.	TBC
54	Changes re Communities First	Sarah McGill	Welsh Government has confirmed ceasing Communities First programme, which included employment training. Need to identify what work needs to continue and how to be funded.	Sarah McGill	Pre-decision scrutiny of Cabinet report on proposed way forward given cessation of Communities First, with particular reference to employment	September 2017

	Cllr Michael					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
55	Shared Regulatory Services – Commercial	Dave Holland – Head of Regulatory Services	Regulatory Services provided as shared service across Bridgend, Cardiff and Vale Council areas. Regulatory Services includes provision of	Andrew Gregory/ Dave Holland	To examine the provision of services and whether these could be improved, within budgetary constraints.	Flexible

Appendix A Work Programme 2017/18 – Possible Items

	Cllr Michael					
	TOPIC	SUGGESTION FROM	BACKGROUND	DIRECTOR	SCOPE FOR SCRUTINY	TIME FOR SCRUTINY
			advice and support to local businesses re health & safety, fair-trading and meeting trading standards. They offer a 'primary authority' service, which means businesses deal solely with them and they liaise with other appropriate agencies, thus simplifying the landscape for businesses.			

Appendix B

Cabinet Member	Topic Area	Director
Cllr Thomas	Cardiff Capital Region City Deal	Neil Hanratty/ Andrew Gregory
	Inclusive Growth	All
Cllr Bradbury	Leisure	Andrew Gregory
	Parks and Green Spaces	Andrew Gregory
	Sports Development	Andrew Gregory
	Harbour Authority	Andrew Gregory
	Heritage Projects	Neil Hanratty
	Venues and Cultural Facilities	Neil Hanratty
	Culture and Arts Development	Neil Hanratty
	Events	Neil Hanratty
Cllr Goodway	Major City Development Projects	Neil Hanratty/ Andrew Gregory
	Strategic Regeneration Projects	Neil Hanratty/ Andrew Gregory
	Economic Development	Neil Hanratty
	Investment Property Portfolio	Neil Hanratty
	Tourism	Neil Hanratty
	Marketing & Promotion	Neil Hanratty
	City Centre Management	Neil Hanratty
Cllr Merry	Adult Learning and Skills	Sarah McGill
Cllr Michael	Shared Regulatory Services	Dave Holland
Cllr Thorne	Into Work Services	Sarah McGill
	Hubs and Libraries	Sarah McGill

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Factors to Balance in Devising Work Programmes - “Four Cornerstones of Public Scrutiny”

A Scrutiny Committee and its work programme should:

- Provide ‘critical friend’ challenge to Executive policy-makers and decision makers
- Enable the voice and concerns of the public to be heard
- Be carried out by ‘independent minded governors’ who lead and own the scrutiny role
- Drive improvement in public services.

Work Programming Principles

- **Add value** - to the work of the Council in delivering services to our citizens.
- **Prioritisation** - focus on quality over quantity.
- **Thematic** - consider wider issues rather than only focusing on Council services.
- **Balance** – include items from across the terms of reference.
- **Involve** - where possible, involve partners, stakeholders and the public.
- **Flexibility** – review the work programme on a regular basis and change it as priorities alter.
- **Terms of reference** – work within the terms of reference of the Committee.
- **Team work** - leave party politics at the door, work as a team and focus on wider issues that impact on all Cardiff citizens.

Prioritisation

There is scope for approximately 18 items to be considered at committee meetings from September 2017 – May 2018. Members may also wish to consider items outside committee members, via task groups or panels. In setting a work programme, members need to bear in mind the following:

- Members capacity to do the work
- Resources available to support Members
 - Scrutiny Officers
 - Scrutiny Research
- The need to leave space for items that emerge during the year .

The key to making a difference

- Items need to be considered in time for change to be implemented.
- Items need to meet the **P.I.C.K.** criteria – set out below.
- Items need to be scoped to ensure clear terms of reference, timescales and outputs/ outcomes.

P.I.C.K Criteria

Public Interest

- The topic is of concern to the public
- It is a “high profile” topic for specific local communities
- This is an area where a lot of complaints are received and/or bad press
- The topic has been identified by members/officers as a key citizen issue.

Impact

- The Scrutiny will lead to improvements for the people of Cardiff
- The Scrutiny will lead to increased value for money
- This could make a big difference to the way services are delivered
- This could make a big difference to the way resources are used.

Council Performance

- The topic does support the achievement of the corporate priorities
- The Council and/or other organisations are not performing well in this area
- Do we understand why our performance is poor compared to others
- We are performing well, but spending too much of our resources in this area.

Keeping in Context

- There is new government guidance or legislation that will require a significant change to services and Scrutiny can positively influence change
- Has the issue been raised by the external auditor in the annual letter
- There are no inspections planned in the near future.