

scrutiny



A Report of: Economy and Culture Scrutiny Committee

Annual Report 2016 – 2017



City & County of Cardiff

ECONOMY & CULTURE SCRUTINY COMMITTEE MEMBERSHIP



Councillor Rod McKerlich
(Chairperson)



Councillor Dilwar Ali



Councillor Keith Jones



Councillor Nigel Howells



Councillor Keith Hyde

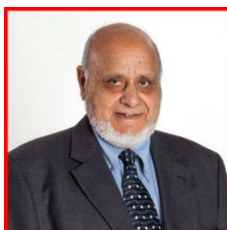


Councillor Elaine Simmons



Councillor Ed Stubbs

Former Committee Members



Cllr Mohammed Javed
(Until July 2016)



Cllr Ashley Govier
(until May 2016)



Cllr Chris Weaver
(until May 2016)

TERMS OF REFERENCE OF THE ECONOMY & CULTURE SCRUTINY COMMITTEE

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.

The Committee is responsible for looking at the following areas:

- 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.

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Councillor Rod McKerlich
Chair, Economy & Culture Scrutiny Committee

2016-17 INTRODUCTION & OVERVIEW

The Economy and Culture Scrutiny Committee plays an important role in assessing service performance and informing policy development across a range of Council services. The Directorates predominantly covered by its terms of reference are Economic Development; City Operations; and Communities, Housing and Customer Services.

The 2016 – 17 work programme (found at **Appendix 1**) included items across several Cabinet Portfolio areas, notably those of:

Cllr Phil Bale – Leader and Economic Development & Partnerships

Cllr Peter Bradbury - Community, Development, Co-operatives & Social Enterprise

Cllr Bob Derbyshire – Environment

Cllr Dan De'Ath – Skills, Safety, Engagement and Democracy.

This report presents the Committee's primary activities during 2016 -17 and, wherever possible, identifies the impact of the Committee's work upon the areas within its remit.

Between May 2016 and March 2017 the Committee scrutinised a wide range of topics, which are listed below:

Inquiries

Where the Committee has undertaken an examination of a topic over a period of time, resulting in a formal report or letter to the Cabinet.

- 'Cardiff Allocation of National Non Domestic Rates'
- 'Cardiff Central Transport Hub'
- Cabinet Response and Progress Update – 'Cardiff Central Market and Historic Arcades'.

Policy Development and/or Review

Where the Committee has contributed to the Council's policy development processes, for example by considering draft policy documents, and/or where the Committee has considered the implementation of policies, looking at whether this has happened in a

timely manner and the impact of the policy, giving the Cabinet the opportunity to know Scrutiny Members' views about whether any changes are required.

- Cardiff Tourism Strategy and Action Plan
- Cardiff Coal Exchange
- Flat Holm Island Partnership
- Support for Start-ups and Entrepreneurial Businesses
- Parc Cefn Onn Project
- Into Work Services and Volunteers
- Friends Groups and Volunteers in Parks
- Cardiff Contemporary Arts Festival 2016.

Pre-Decision

Where the Committee has evaluated and commented on policy proposals before they go to the Cabinet, giving the Cabinet the opportunity to know Scrutiny Members' views prior to making their decision.

- Cardiff Capital Region City Deal
- Leisure Management Procurement Exercise
- Arts Management Procurement Exercise
- Business Improvement District
- Dumballs Road Regeneration
- Library Provision at Cardiff Royal Infirmary
- Central Square (Land Disposal).

Monitoring

Where the Committee has undertaken monitoring of the Council's performance and progress in implementing actions previously agreed.

- Corporate Plan 2017-19 and Budget 2017/18
- Quarterly Performance Reports – Economic Development; City Operations; Community, Housing and Customer Services
- Welsh Public Library Standards 5th Framework
- Summer Reading Challenge 2016

- Adult Community Learning Success Rates.

Over the period May 2016 – March 2017 the Committee held nine committee meetings¹ and wrote 23 letters² to the Cabinet, officers and external partners, sharing their comments/ recommendations and concerns following the scrutiny of items at committee meetings. The Committee also wrote one letter to Cabinet Members as part of their task and finish inquiry work.

The following pages highlight the Committee's key activities during 2016 - 17 and identify the comments and recommendations made.

Summary for this Administration (2012 – 2017)

During the last 5 years, this Committee has held 53 full Committee meetings. As a result of the consideration of over 136 reports, covering policy development, pre-decision scrutiny, monitoring progress and service area performance, the Scrutiny Committee Chairperson sent 127 letters to the Cabinet and officers, which included requests for additional information, comments, and observations.

The Committee received timely responses from the Cabinet to all letters that requested a response. In addition, officers have provided information where requested and agreed to amend future reports in response to the Committee's requests. The Committee also undertook eight separate inquiries and held two special call-in Committee meetings (Cardiff and Co. – November 2012, and Heath Park Model Railway – April 2014).

¹ Note – September 2016 meeting was cancelled and in-depth T&F work carried out

² To be updated following March meeting

EXTERNAL PARTICIPATION AND SCRUTINY DEVELOPMENTS

External Participation at Scrutiny Meetings

The Council's five scrutiny committees regularly invite citizens, business representatives and representatives of community and third sector organisations to participate in meetings. Throughout the year the Committee has received input from external contributors and members of the public, to compliment, support and challenge the information presented by Cabinet Members and Officers.

In considering Cardiff Coal Exchange in June 2016 the Committee received input from developers Signature Living, representatives of Save the Coal Exchange, Coal Exchange Limited, Cardiff Civic Society and individual members of the affected community. This diverse range of contributions enabled Members to more fully understand the concerns and tensions existing in relation to this iconic building and emphasised the importance of preserving this building and its history for future generations.

The Committee has received input from partner organisations the Council is working with, as was the case for the Flat Holm Island Partnership, where members heard from Flat Holm Society and Royal Society for the Protection of Birds. In considering Support for Start Ups and Entrepreneurs, the Committee received representations from Cardiff Start, an informal network for small and innovative businesses in Cardiff.

At the March Committee meeting, Members heard about the Council's work supporting friends groups and volunteers in Cardiff's parks. Representatives of friends groups were invited to provide Members with a deeper understanding of what it means to be part of a friends group, the work involved, the benefits it brings and the working relationship with the Council.

Webcasting

It was agreed in the Welsh Audit Office Management Statement of Action that Cardiff Council would begin to webcast one Scrutiny Committee meeting per month from December 2016. This is intended to promote public understanding of the Council's function, and support public participation and access to local democracy.

A successful trial took place in November 2016, where the Economy and Culture Scrutiny Committee's meeting was recorded offline. In December 2016, the Committee was the first scrutiny committee in Cardiff to webcast live. This meeting was viewed live by 13 individuals and the archived video has been viewed by a further 28 individuals.

The Committee's March 2017 meeting was also webcast.

Review of Scrutiny

Wales Audit Office (WAO)'s February 2016 inspection report included the following recommendations, which impacted on Scrutiny in Cardiff:

- Develop an approach to cross-cutting scrutiny (given the increasing nature of collaborative service delivery and governance, and the Wellbeing of Future Generations agenda).
- Consider scrutiny's role in addressing the strategic challenges facing the Council at this point in time.
- Ensure that any vacancies on scrutiny committees are filled quickly.

To address the first two of these recommendations, the Council has been undertaking a Review of Scrutiny, with recommendations to be implemented from the start of the next political term. The Review engaged Members, officers and external stakeholders, and the resultant report was reported to Constitution Committee on 2 March 2017.

This Committee has taken a key role in delivering cross-cutting and partnership scrutiny work which is detailed elsewhere in this report. In brief, however, they have included:

- Joint meetings with Environmental Scrutiny Committee to jointly scrutinise proposals for the Central Transport Interchange.
- Joint task and finish groups, for example to consider the Community Infrastructure Levy.
- In September 2015 it was agreed that the Policy Review and Performance Scrutiny Committee would take lead overview role for scrutinising the work of Cardiff Partnership Board, with this Committee undertaking detailed scrutiny of Partnership Board work streams relevant to its terms of reference.

Committee vacancies are allocated to political groups under political proportionality rules, are discussed on a monthly basis with Party Group Whips, and have been offered to other political groups and independent councillors. Appointments to vacancies on committees have been considered as a standing item on all council meeting agendas. As a short-term measure, Full Council in July 2016 decided to reduce the number of members on scrutiny committees down to eight Members for the remainder of this Administration.

The 2016 Member Survey also explored the challenges that Members faced in filling vacant Committee places. It found a range of challenges, including other Council duties, family and work pressures to be key factors, which it is hoped will inform arrangements for the new Council following the 2017 Council elections.

IN DEPTH 'TASK AND FINISH' INQUIRIES

Where the Committee has undertaken an examination of a topic over a period of time, resulting in a formal report or letter to the Cabinet.

Cardiff Central Transport Hub

As part of their 2014-15 work programmes, the Environmental and Economy and Culture Scrutiny Committees agreed to establish a joint task and finish inquiry focussed on arrangements for the new Central Transportation Hub. It was agreed that the Economy and Culture Scrutiny Committee would take the lead on this work, given the existing commitments of the Environmental Scrutiny Committee.

In 2014/15, given the tight timescales prior to a Cabinet decision it was deemed unlikely that Scrutiny could provide the full rigour of a task and finish Inquiry within the time available. As such, it was agreed that a series of individual meetings on specific themes would be arranged, with letters and recommendations submitted following each meeting.

Three meetings of this inquiry were held as part of the 2014-15 work programme, and a further three meetings were held as part of the 2015 – 16 work programme. A seventh meeting of this inquiry was held in September 2016 – a summary of this meeting and the correspondence between the Inquiry Members and Cabinet Member is given below.

Meeting 7 – Pre-decision Scrutiny – Design Scheme and Funding Options -

At this meeting Members were provided an overview of the current position with regard to the design scheme for the transport interchange building, given an outline of progress made to date and the future funding options to be considered by the Council. Cllr Rod McKerlich, Chair of the Economy and Culture Scrutiny Committee wrote to the Cabinet Member - Transport, Planning & Sustainability to:

- note that a substantial change to the design proposals was for car parking spaces to be provided above ground rather than below. The rationale behind this

decision was the additional cost and time it would take to build underground parking, and with this in mind Members welcomed the change.

- note Members confidence that the transport interchange element of the building will be delivered and will have the capacity to cope with the required bus traffic through the city centre – regardless of changes to the upper floors of the building.
- note that Members were pleased consideration is being given to opportunities that could generate income for the Council and their awareness that these options come with varied levels of risk.
- highlight the importance of potential risks and rewards being fully quantified in order for the right decision to be made for Cardiff.
- endorse the report and recognise the need for the recommendations being made, namely to proceed with a planning application based on the current design scheme, to undertake a detailed business case to establish a preferred funding approach and to underwrite the second phase of design costs.

The response received from the Cabinet Member - Transport, Planning & Sustainability stated that:

- He was grateful for the continued support and feedback of Scrutiny and confirmed that points raised in relation to potential risk associated with financial arrangements would be noted.
- A future Cabinet decision would be needed on the detailed business case in early 2017 and confirming Scrutiny would be offered the opportunity to consider the details of the report.

Cardiff Allocation of National Non Domestic Rates

In August 2015, the Economy and Culture Scrutiny Committee agreed to commence a task and finish inquiry reviewing Cardiff's Allocation of National Non-Domestic Rates. A perception exists that Cardiff is a significant net contributor to the central NNDR pool and the allocation it receives as a Council does not adequately support the expectancies placed upon Cardiff as a Capital City, with the facilities that makes Cardiff an attractive place to work, live and visit being undermined.

Two meetings were held in 2015/16, capturing evidence from officers responsible for Revenues and Finance. Members have heard following key information:

- Cardiff has no say into what level of rates businesses are required to pay. The Council is responsible for billing and collection on behalf of the Welsh Government. All goes into a central pot and then is reallocated across Wales. Only 4 of the 22 Welsh Local Authorities are net contribution – the remains 18 are net recipients (receive more allocation of NNDR than they collect locally). It is very unlikely there will be collective agreement across Wales for any changes to be made.
- Finances allocated to local authorities are based on the Standard Spend Assessment (SSA). This is based on a formula establishing the level of expenditure required to ensure that each local authority can provide a standard level of service. Local authorities receive this level of money via a combination of Council Tax income, Non Domestic Rate allocation and Revenue Settlement Grant. The key figure is the value of SSA, this is the amount local authorities will receive – retaining more NNDR does not necessarily mean more money overall, as adjustments would be made to other income, such as the Revenue Support Grant.
- England has introduced local retention of rates. Local authorities return 50% of increased yield and are allowed to retain the remainder. If applied to Cardiff, we could potentially retain a few million pounds a year. This would prove very important in terms of balancing the budget and securing important services. The Chancellor seemingly wants to move toward full localisation and remove revenue support. The message from Welsh Government is that there will be no localisation until 2020, when there will be a local authority reorganisation.

In September 2016, the Chair of the Economy and Culture Scrutiny Committee wrote to Mark Drakeford AM, Cabinet Secretary for Finance and Local Government requesting a meeting to understand in more detail the Welsh Government position in terms of the collection and reallocation of National Non Domestic Rates, and explore the formula which results in Cardiff being a net contributor of such a significant scale.

In response, the Cabinet Secretary for Finance and Local Government stated:

“Any changes made to the funding arrangements are closely linked to my plans for wider reform of local government. The Programme of Government published this week makes a number of commitments to improving local services for the people of Wales. This requires us to take a wider look at the arrangements for local government and I intend to do this in partnership with local authorities. I have been encouraged by the discussions I have had over the summer with each of the 22 local authority leaders and the Welsh Local Government Association. Some common themes are emerging from what I have heard so far and I intend to outline the broad parameters of a potential way forward on local government reform in October.

“Alongside this, I hope to be in a position to make a statement my plans for reviewing the local government finance system later in the autumn term. This will be the beginning of a period of open discussion with local government about the areas for consideration and there will be opportunities for this through the Finance Sub-Group of the Partnership Council for Wales and other formal channels.”

Research has been commissioned with the Cardiff Scrutiny Research Team to explore the experience of English Local Authorities through the localised retention of business rates.

This research is due to be shared with Members in March 2016, and findings will be included below.

Cardiff Central Market and Historic Arcades – Cabinet Response

Commencing as part of the Economy & Culture 2013-14 work programme, and being completed as part of the 2014-15 work programme, the Committee undertook an Inquiry focused on Cardiff Central Market and the Historic Arcades in the city centre. It built upon the findings of the 'Small Business' Inquiry published in January 2014 and the 'Higher Education Innovation in Cardiff' short scrutiny published in November 2013.

The report for this Inquiry, received at the December 2014 Cabinet meeting, made 17 recommendations. These recommendations focussed on the Council developing a vision, business plan and performance framework for Cardiff Central Market, aimed at resolving ongoing disputes, increasing dialogue with traders, addressing maintenance issues and working practices within the market. The Inquiry recommendations also looked to resolve perceived footfall issues near the castle, review information on way finders and explore the potential to support a local currency.

In April 2015 the Cabinet published its response to the Committee's report and recommendations, 11 of which were accepted, five partially accepted and one (in relation to exploring parking options within the city centre) was not accepted. It was agreed that an update be brought to the Committee in May 2016, giving time for the recommended actions to be implemented and start to drive improvements.

The key changes and improvements that Members noted are:

- A new post of Estate Management officer has been created with overall responsibility for the management of the Market.
- Significant efforts have been made to improve relations with market tenants and representative groups.
- Tenancy agreements have been developed and soon to be issued to all tenants.
- Day to day operational practices have improved, including the enforcement of blue line' demarcation indicating stall boundaries, a greener waste approach has been introduced, and underhand use of the market is being tackled.
- Branding has been improved on the exterior of the market and surrounding area.

- A long term vision for the market has been developed, with a view to introduce a more diverse and up market offer within Central Market. This may also include changes to opening hours and days of trading.
- Cardiff Central Market is now covered by the city centre free-Wi-Fi.

It was suggested to the Committee that these improvements and changes are already having an impact in the Market, with tenants indicating an increase in profits of approximately 10%, and waste costs down by a third.

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POLICY DEVELOPMENT AND PRE-DECISION SCRUTINY

Members have undertaken a significant amount of pre-decision scrutiny and policy development work in respect of Cardiff's economy and the arts in Cardiff. Details of some of these are provided below; a full list of the topics covered is provided on pages 5 and 6.

Cardiff Capital Region City Deal

Cardiff Capital Region City Deal represents a £1.2 billion investment aimed at improving infrastructure, public transport and driving economic growth across the region. The Committee considered this topic twice during the 2015/16 work programme and at the January 2017 meeting Members received an update on progress. This included: details of the Joint Working Agreement across the ten authorities; detail on the assurance framework to be used for programme and project assessment; the establishment of an accountable body; financial principles; and reserved matters.

Following this meeting Members noted their pleasure that a Joint Working Agreement was to be established before substantial amounts of money were committed. Members also stressed the importance of an assurance framework, ensuring robust business cases are in place to support any proposed project. It was felt this would signal to the governments involved that money would be allocated appropriately, and also ensure chosen projects deliver maximum economic impact for the region. Members also noted the proposal for a Joint Scrutiny Committee to be established, comprising of one elected Member from each local authority involved.

Cardiff Coal Exchange

The condition of the Coal Exchange has been a matter of public concern in recent years, which this Committee has monitored. Previous scrutiny has considered the potential future uses of the Coal Exchange, the public's interest in the building, the proper role of the Council and of other partners in safeguarding the building's future, and more widely of Butetown's suite of heritage buildings.

In April 2016 it was announced that hotel developer Signature Living had agreed a deal to restore the Coal Exchange and develop a luxury hotel, conference and wedding facility. Following the announcement, a number of interested parties and stakeholders contacted the Committee Chair regarding these developments. It was agreed an item would be considered in June 2016, allowing the Committee to hear from all parties involved.

Members recognised the service done for the city of Cardiff by Save the Coal Exchange and Coal Exchange Ltd in the care they have given the building over many years. The Committee was encouraged by the plans put forward by Signature Living, and hoped they would preserve the history of this building for future generations. The Committee noted that there were a number of lessons for the Council to learn through this process, including increased transparency, engagement and communication.

Dumballs Road Regeneration

In 2013 the Welsh Government launched five Enterprise Zones across Wales. The Cardiff Central Enterprise Zone was marketed as a Business District with a particular focus on the financial and professional advisory services. Almost one third of the Cardiff Central Enterprise Zone is accounted for in the Dumballs Road site, located south of Cardiff Central Train Station. This is a brownfield site, allocated for housing-led mixed use developments, and a series of unsuccessful schemes have been privately developed in recent years.

In November 2016 proposals came forward for the Council to work in partnership with international real estate company Vastint on the regeneration of Dumballs Road. Members recognised that the location of the land, proposed other developments and transport improvements to the south of Cardiff Central station, coupled with the reputation of Vastint made this an attractive proposition. While the Committee supported the proposals, Members noted that this partnership involved financial commitment from the Council and stressed that there should be a limit to the amount of money this Council borrows, given its increasing dependence on external borrowing.

Leisure Management Procurement Exercise

In May 2014 a programme of Organisational Change was agreed for Cardiff Council to challenge the way services were being delivered, and give consideration to alternative service delivery models. It was resolved that a procurement process be carried out to secure the future management of the Council's leisure centres. The Economy and Culture Scrutiny Committee has had an ongoing role in monitoring the delivery of these procurement exercises, and in July 2016 considered the proposed preferred option for leisure centre services in Cardiff - to establish a partnership with a private sector organisation.

Members of the Committee recognised the rationale behind this decision and the benefits offered by the chosen provider. These included: financial savings over the life of the contract; reduced financial risk for the Council; robust investment plans for capital investment into facilities; and a proven track record of operating leisure facilities, a robust governance structure, and a commitment to partnership working. Union representatives at this meeting requested additional time to consider the proposals, but Members did not feel that further examination of the information available would lead to a different conclusion. They did not have confidence that a suitable alternative to this proposal was likely to come forward.

Members of the Committee stressed the vital role of the Client Function, which will be established to monitor and manage the agreed contract. This will ensure that the Council is in a strong position to challenge and enforce the conditions that are agreed at the outset of the contract.

Arts Management Procurement Exercise

In May 2014, a procurement exercise was commenced to secure the future management of the Council's Arts Venues (St. David's Hall and New Theatre), running alongside the leisure management procurement exercise.

At the February 2017 meeting Members considered proposals to terminate the competitive dialogue procurement process with immediate effect, in favour of an 'Enhanced In-House Model'. Members were informed that the procurement process had resulted in a single bidder remaining to submit a Draft Final Submission and that throughout the process the Council's in-house provision had been developed as an internal comparator model against which external bids could be evaluated. In comparing the external and internal options it was found that the external bid only provided marginal additional revenue savings that an 'in-house approach' could deliver, and proposed little direct capital investment.

Members supported the decision being made. They recognised that it was well informed, given the risk involved in transferring services to an external body for minimal benefit. They were also pleased that the Council would retain control over these important cultural venues, and discretion over the programme of shows on offer.

Flat Holm Island Partnership

Flat Holm Island is a small island, less than ½ a mile wide, in the Bristol Channel. The Council has managed the Island as a Site of Special Scientific Interest, Local Nature Reserve and Historical Site. In October 2016, the Committee considered progress in developing the Flat Holm Island Partnership with the RSPB and Flat Holm Society.

Members noted that at one stage recently the Council was considering disposal of its responsibility for the Island, and as such were now glad to be in the position of considering partnership arrangements to ensure a sustainable future for Flat Holm. It was clear that commercial opportunities for the Island were limited and Members agreed that focus should be placed on heritage and wildlife. Committee recommended that a marketing campaign be undertaken to re-engage schools as a priority, and to promote volunteer opportunities on and the potential for people to become Members of Flat Holm Society.

Parc Cefn Onn Project

In July 2016 it was announced that Parc Cefn Onn has been awarded a £459,900 grant from the Heritage Lottery Fund as part of its 'Parks for People' programme. The vision for this project is to place a focus creating an accessible sensory experience at Parc Cefn Onn.

Members welcomed the project and recommended that efforts be made to increase the exposure the park receives in promotional materials for Cardiff, visibly placing the park on the radar of visitors to the city. Members noted it would be useful to capture which schools are visiting the park, and tracking whether the work in this park has an impact for schools in lower socio economic areas of Cardiff.

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CORPORATE PLAN & BUDGET

At its February 2016 meeting the Committee considered the Council's draft Corporate Plan and draft budgetary proposals for 2017 – 18. Members:

- Noted their concern that the Council's debt is high and continually increasing, with approximately £666m quoted during the meeting as the current level of debt. Members felt there will come a time where the Council cannot afford to continue borrowing substantial sums of money each year.
- Noted that savings from the leisure partnership with GLL had been written into the contract and trusted that robust measures and controls were in place to ensure their delivery.
- With regard to a refurbishment of outdoor sport changing facilities members stressed the importance of a robust evaluation and prioritisation to ensure the venues most in need get the attention they merit.
- Noted that a combination of increased sales, natural staff turnover and improved working practices would deliver savings at Arts Venues, and that these savings were intended to drive down the subsidy these venues receive.
- Noted that the draft Corporate Plan contained a commitment to produce an International Strategy for Cardiff and requested that this was brought to a future scrutiny meeting.

MONITORING PERFORMANCE AND PROGRESS

Quarterly Performance Reports

Scrutiny Committees are responsible for scrutinising performance, thereby facilitating challenge and public discussion, which should help to drive improvement of the services provided. This Committee has reviewed performance of the following Directorates each quarter – Economic Development (ECD); City Operations (CO); Communities, Housing and Customer Services (Libraries and Adult Community Learning elements) [CHC].

In setting the Committee's 2015/16 work programme, Members agreed to trial a new approach to scrutinising performance. The agreed approach was for the Chair of the Committee to review Quarterly Performance Reports with the Principal Scrutiny Officer and, based on areas of interest or concern, identify which directors and Cabinet Members to invite to present to the full Committee. Where a Directorate was not selected to present to a particular Committee Meeting, Members requested a written summary of certain projects or aspects of a Directorate's work. The full set of quarterly corporate performance reports for each Directorate was still provided within papers for Members' consideration.

Below is a summary of the key areas picked up through performance monitoring quarterly reports (the relevant directorate is notes in brackets):³

- Progress delivering the Hubs Programme (CHC).
- Procurement exercises for Arts Venues (ECD) and Leisure Facilities (CO) and delays to the achievement of savings.
- failure to meet the GVA per capita (compared to UK average) target (ECD).
- protocols with regard to social media interaction with the public (CHC).
- Civic Centre Heritage Quarter.

In setting the 2017/18 work programme, the Committee will review the approach taken to Quarterly Performance, its robustness and the quality of scrutiny it provided, and agree an approach to be taken for the future.

³ To be updated following the March Committee meeting

Welsh Public Library Standards 5th Framework

Welsh Government's Division responsible for Libraries (CyMAL) evaluated Cardiff's Library Service performance for 2015/16, and this was received by the Committee in November 2016. It showed that Cardiff met 17 of the 18 core entitlements in full, partially meeting the remaining one. Of the seven quality indicators which have targets, Cardiff achieved three in full, two in part and failed to achieve two. Strengths were identified in community engagement and visitor levels, and the main areas of concern were the staffing and acquisitions budgets.

Members noted: poor performance in one quality indicator was due to a glitch in the electronic systems, meaning books were being delivered to the wrong branch libraries; the importance of providing a variety of books and not solely relying on market data; and the inappropriateness of some measures, urging the Cabinet Member to make representations on this to Welsh Government.

Adult Community Learning 2015/16 Performance

The Welsh Government produces annual performance information to review the success rates for Adult Community Learning. The information covers courses provided through Learning for Work, Learning for Adults with Additional Needs (Disability Inclusion in Community Education) and elements of Into Work Services.

Members were pleased to note that the Council's provision of courses has exceeded all targets, and that collectively the Cardiff and Vale Community Learning Partnership delivered impressive results.

Members requested additional information mapping the provision of Learning for Life Courses, which would enable them to understand which areas of the city have the greatest uptake. Members also requested an age profile breakdown of those participating in courses.

Summer Reading Challenge

The Committee undertook an item to monitor the performance of Cardiff in delivering the Summer Reading Challenge at its November 2016 meeting. Members welcomed another successful year, where participation and completion rates had increased. The target of 70% completion rate was missed, but the 67.25% rate achieved was well above the Welsh average. This target would be repeated for 2017 and Members welcome the aspiration being shown by officers.

The Committee also welcomed the approach taken to create incentives through partnership with local companies (in this case Joe's Ice Cream), and were pleased to be informed that this sponsorship would continue for 2017.

Into Work Services and Volunteers

At the December 2016 meeting Members reviewed the performance of the Into Work Service, and volunteer opportunities across Cardiff. Cardiff Into Work Service provides free informal drop-in sessions across Cardiff for residents looking for work or to upskill within their current jobs.

Members offered their congratulations to all involved in delivering the service, as the tangible benefits to the people of Cardiff were plain to see. In 2015/16 over 40,000 clients received into work support. 1,327 job clubs sessions were held, 3,722 learners attended training and 1,431 received accredited training.

Support for Start Ups and Entrepreneurs in Cardiff

Start-ups and small businesses contribute to local economies by bringing growth and innovation to the community in which the business is established. They help stimulate economic growth by providing employment opportunities and by attracting talent who invent new products or implement new solutions for existing ideas. The Economy and

Culture Scrutiny Committee recognised this in their 2014 Inquiries 'Small Business' and 'Higher Education Innovation in Cardiff'.

At the October 2016 meeting Members reviewed the Council's work in supporting and attracting small businesses and entrepreneurs. Members noted that the Cardiff Capital Fund (comprising of grants, loans and equity investments to new and established businesses across Cardiff) had been fully exhausted and requested additional information on this. A confidential document was provided to Members, evidencing the number of businesses supported and the number of jobs created and safeguarded.

At the meeting Members also received a presentation from the founder of Cardiff Start – a community of skilled individuals and network opportunities for small and innovative businesses in Cardiff to gain advice and ideas. Members were pleased that the Council is actively involved in supporting forums such as Cardiff Start and signposting new companies and individuals in their direction.

Cardiff Contemporary Arts Festival

To be completed following the March Committee Meeting

WORK PROGRAMME FOR 2017 - 18

Following the May 2017 Council elections the new Administration may agree at Council to continue with a Economy and Culture Scrutiny Committee. Members of the Committee under the new Administration will be invited to consider items for possible inclusion in the Committee's work programme during 2017-18.

Work is currently in progress to draw together issues for the new Committee to consider. A draft work programme will then be developed and brought to Committee for approval and implementation. The Committee will welcome suggestions for scrutiny items from other Members.

FUTURE SCRUTINY WORK

Over the course of its deliberations this year, the Committee has recommended that the following items be considered for inclusion in the Committee's 2017-18 work programme:

- ❖ Cardiff Capital Region City Deal.
- ❖ Civic Centre Heritage Quarter.
- ❖ Mount Stuart Square Heritage Quarter.
- ❖ Leisure Management Partnership Update.
- ❖ Arts Venues Enhanced In-House model.
- ❖ Cardiff Semi Conductor Cluster.
- ❖ Dumballs Road Masterplan.
- ❖ English for Speakers of Other Languages.
- ❖ Learning for Life.
- ❖ International Strategy for Cardiff.
- ❖ Tourism Strategy and Action Plan Update.
- ❖ Summer Reading Challenge Performance Reports.
- ❖ Savings Reports.
- ❖ Relevant Audit, Inspection and Regulatory Reports.
Cabinet Responses to previous Inquiries, and implementation of agreed recommendations from previous Inquiries.

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