

CYNGOR CAERDYDD

CARDIFF COUNCIL

ENVIRONMENTAL SCRUTINY COMMITTEE

16 January 2018

**ENVIRONMENTAL SCRUTINY COMMITTEE – WORK PROGRAMME
REVIEW**

Background

1. The Constitution states that each Scrutiny Committee will set their own work programme. This is undertaken at the beginning of a municipal year and updated as the work progresses. The work programme needs to be carefully constructed so that the time available to the Committee is used most effectively.
2. The Environmental Scrutiny Committee's Terms of Reference provide the Committee with the responsibility for the scrutiny of a number of specific service areas. A copy of the terms of reference has been attached to this document as **Appendix 1**. This will remind Members of the scope of ideas that can be considered.
3. The Committee is responsible for the scrutiny of a number of policies and strategies that affect the sustainability and environment of Cardiff. It can also undertake investigations into any of these areas.
4. The construction of a work programme involves obtaining information from a range of sources, these include:
 - Information from the relevant Directorate;
 - Relevant extracts from the current Corporate Plan;
 - Suggestions and ideas put forward by the previous Environmental Scrutiny Committee;
 - Member suggestions and observations;
 - Citizen and third party comments and observations;

- Performance Information.

5. The topics gathered from the sources identified above were recorded in a document titled 'Environmental Scrutiny Committee Work Programme – Potential Work Programme Items 2017/18'; this document was first considered at a meeting on the 18th July 2017 and then used to create the version of the 'Environmental Scrutiny Committee Work Programme 2017/18' that was approved at the meeting on the 5th September 2017.
6. The Environmental Scrutiny Committee Work Programme 2017/18 document reviewed at the December 2017 meeting (**Appendix 2**) nominated items for the period October 2017 to March 2018. In an effort to create a more relevant and reactive work programme the Chair of the Committee has decided to review the work programme on a monthly basis using an 'Environmental Scrutiny Committee – Work Programme Review'.
7. At the meeting on the 5th December Members made some suggestions around restructuring the Environmental Scrutiny Committee Work programme – in particular this involved scrutinising fewer items in greater detail. The suggested changes have been noted and a number of alterations been made to the work programme – for details please see **Appendix 3**.
8. In addition to the programme of schedule of meetings the Committee has agreed to undertake two task & finish exercises during the 2017/18 municipal year. The report for 'Improving Cardiff's Air Quality' task & finish exercise is currently being drafted and it is anticipated that this will be finalized in February 2018. With this in mind it would seem sensible to start discussing the scope of a task & finish exercise on litter which was identified as an Environmental Scrutiny Committee priority during the work programming process.

Way Forward

9. Members should consider the 'Draft Environmental Scrutiny Committee Work Programme 2017/18' (**Appendix 3**) and decide if they are happy to accept the updated proposals. In addition to this they should discuss future arrangements for a task & finish exercise on litter.

Legal Implications

10. 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

11. 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. Consider the contents of this report; and
- ii. Agree a way forward for the work programme.

DAVINA FIORE

Director of Governance & Legal Services

10 January 2018