

ECONOMY & CULTURE SCRUTINY COMMITTEE

11 OCTOBER 2018

COMMITTEE BUSINESS REPORT

Background

1. This report provides a correspondence update and seeks Committee's approval for the terms of reference and project plan for an 'Events in Cardiff' Inquiry, attached at **Appendix A**.

Correspondence update

2. Following most Committee meetings the Chair writes a letter to the relevant Cabinet Member or officer, summing up the Committee's comments and recommendations regarding the issues considered.
3. At the Committee meeting on 14 June 2018 Members received a report detailing the correspondence sent and received up to that meeting. Since then, correspondence has been sent following the Committee meeting on 14 June 2018 and a forum meeting of the Committee on 20 August 2018. There were no letters resulting from Committee on 13 September 2018.
4. The list below details the position with regard to responses to correspondence:
 - i. *Response Received* – from Councillor Goodway to the Chair's letter following scrutiny of Economic Development Quarter 4 performance, considered at Committee on 14 June 2018; the letter requested further information re proposals for St Mary's Street.

- ii. *No Response Required* – from Councillor Merry and Councillor Thorne to the Chair's letter following scrutiny of Communities & Housing Quarter 4 performance, considered at Committee on 14 June 2018.
 - iii. *No Response Required* – from Councillor Thomas to the Chair's letter regarding Cardiff Capital Region City Deal Joint Overview and Scrutiny Committee, considered at Committee on 14 June 2018.
 - iv. *Response Received* – from Welsh Government, confirming that the Chair's letter detailing the Committee's views on proposed changes to Adult Community Learning funding will be included as a consultation response, following consideration of the proposed changes at a forum meeting of the Committee on 20 August 2018.
5. Copies of the Chair's letters and any responses received can be found on the Council's website page for the relevant Committee meeting, with a hyperlink provided at the top of the page, entitled '*correspondence following the committee meeting*'.

Events in Cardiff Inquiry

6. At the Committee Meeting on 13 September 2018, Members agreed their work programme, which included holding an inquiry into Events in Cardiff. The Committee agreed the following membership for this task group: Councillor Gordon; Councillor Henshaw; and Councillor Parkhill.
7. The task group has met to undertake initial scoping work, resulting in proposed terms of reference and a project plan. These have been discussed with the Head of Culture, Venues and Events, who has contributed to the identification of relevant stakeholders and has discussed the proposed terms of reference and project plan with relevant Cabinet Members.
8. The resultant draft scoping document, containing terms of reference and project plan, is attached at **Appendix A**, for Committee Members consideration and amendment.

Way Forward

9. During their meeting, Members may wish to:
 - i. reflect on the correspondence update; and
 - ii. consider the draft terms of reference and project plan for the Events Inquiry, attached at **Appendix A**, and suggest any amendments required.

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.

RECOMMENDATIONS

The Committee is recommended to:

- I. Note the consultation update and consider any further correspondence required; and
- II. Consider, if necessary amend, and approve the terms of reference and project plan for the Events Inquiry, attached at **Appendix A**.

Davina Fiore

Director of Governance & Legal Services

5 October 2018