

COMMITTEE BUSINESS REPORT

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**Background**

1. This report provides an update on correspondence, the Museum of Cardiff task group, and the Replacement Local Development Plan task group. It also seeks Committee's approval for the combined Scrutiny Annual Report 2022/23, prior to consideration by Full Council on 29 June 2023.

**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. At the Committee meeting on 24 April 2023 Members received a report detailing the correspondence sent and received up to that meeting.
3. Correspondence has been sent since that meeting and the current position is set out below:
  - i. **Response Awaited** – from Councillor Goodway, Cabinet Member – Investment and Development, to the Chair, Councillor Wong's public letter, following pre-decision scrutiny of the International Sports Village report to Cabinet, considered at Committee on 18 January 2023
  - ii. **Response Awaited** – from Councillor Thomas, Leader, to the Chair, Councillor Wong's confidential letter, following pre-decision scrutiny of the EURO's 2028 report to Cabinet, considered at Committee on 21 March 2023
  - iii. **Response Awaited** – from Councillor Burke, Cabinet Member – Culture, Parks and Events, to the Chair, Councillor Wong's public

letter, following pre-decision scrutiny of St. David's Hall – Next Steps, at Committee on 31 May 2023

- iv. **Response Awaited** – from Councillor Burke, Cabinet Member – Culture, Parks and Events, to the Chair, Councillor Wong's confidential letter, following pre-decision scrutiny of St. David's Hall – Next Steps, at Committee on 31 May 2023.

- 4. Copies of the Chair's letters and any public 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*'.

#### **Museum of Cardiff Task Group**

- 5. The Museum of Cardiff Inquiry terms of reference are attached at **Appendix A**, having previously been circulated to Committee Members by email. Members are asked to formally approve these.
- 6. The Task Group has held several meetings to date, hearing from external and internal stakeholders, examining good practice guides and visiting the Museum of Cardiff to talk to volunteers and staff.
- 7. The report from the Inquiry is scheduled to come to Committee in July 2023, where Members will have the opportunity to discuss the report, its findings and recommendations and, subject to any agreed amendments, approve the report for submission to Cabinet.

#### **Replacement Local Development Plan (RLDP) Task Group**

- 8. The first meeting of the RLDP task group was held on 3 April 2023 to provide task group Members with baseline information about the timeline for the RLDP, the context in which it is being prepared, the work that has already taken place, the draft Preferred Strategy and the next steps. Members were also briefed on the scrutiny scoping process, the PICK process, and the need to focus on areas where scrutiny can have most impact.

9. A scoping workshop has been arranged for 7 July 2023, where Task Group Members will be able to use the published draft Preferred Strategy to prioritise areas for scrutiny. Task Group Members will be sent information ahead of the scoping meeting, to prepare for the workshop. Scrutiny Officers will then work during July and August to identify relevant good practice and external witnesses and to arrange meetings with witnesses from September onwards.

### **Scrutiny Annual Report 2022/23**

10. The Council's Constitution requires all Scrutiny Committees to report annually to the Council on their work during the past year and make recommendations for future work programmes. Since 2020/21 this constitutes one combined Scrutiny Annual Report capturing the work of the five scrutiny committees.

11. The Scrutiny Annual Report attached at **Appendix B** highlights key areas of achievement in 2022/23. It focuses on the difference made to residents, visitors, staff and businesses. The Report aims to: highlight how Scrutiny has influenced the way Council services are delivered; improve stakeholder understanding and interest in Scrutiny; explain how Scrutiny facilitates engagement and encourages public participation; and highlight the value of Member-led/ stakeholder informed decision making.

12. The draft report attached at Appendix B requires some final adjustments, including to the Economy and Culture Scrutiny Committee pages, as these reference the pages being up-dated post-April's committee meeting. At **Appendix C**, Members will find a revised version of the text to be included in the pages.

13. Members are asked to review, amend, and approve **Appendices B** and **C**.

14. Following Council, the report will be available for download bi-lingually from the Council's website, in standard or large print version and will also offer a translation in other minority languages if requested.

## **Way Forward**

15. During the meeting, Members are asked to discuss:

- i. the correspondence update
- ii. the terms of reference for the Museum of Cardiff Inquiry
- iii. the update on the Replacement Local Development Plan task group, and
- iv. the Scrutiny Annual Report 2022/23.

## **Legal Implications**

16. 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**

17. 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. Reflect on the update on correspondence
- ii. Approve the terms of reference for the Museum of Cardiff Inquiry, attached at **Appendix A**
- iii. Note the update provided on the Replacement Local Development Plan task group, and
- iv. Consider, if necessary amend, and approve the draft Scrutiny Annual Report 2022/23, attached at **Appendix B** and **Appendix C**, to be laid before Council.

**Davina Fiore**  
**Director of Governance & Legal Services**  
**14 June 2023**