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ENVIRONMENTAL SCRUTINY COMMITTEE WORK PROGRAMME 2015/16

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**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 could 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 Items 2015/16'. This document was considered at the meeting on the 2 September 2015 prior to Members completing a scoring matrix to identify individual priorities. Once the individual scoring matrices were completed they were summarised to create an overall list of Member priorities. The Principal Scrutiny Officer took the priority topics and placed them into a 'Draft Environmental Scrutiny Committee Work Programme - 2015/16' which was received and considered at the Environmental Scrutiny Committee meeting on the 15 September. Following discussion and some changes a finalised 'Environmental Scrutiny Committee – Work Programme 2015/16' was approved at the meeting on the 13 October. A copy of this document is attached as **Appendix 2**.
6. Since the 13 October meeting there has been a change in the availability of some items for scrutiny in November, December and January. This has resulted in draft alterations to the 'Environmental Scrutiny Committee - Work Programme 2015/16'. A copy of the revised 'Environmental Scrutiny Committee - Work Programme 2015/16' has been attached to this report as **Appendix 3**.
7. At the moment there are several task & finish exercises being developed or underway which potentially involve the members of the Environmental Scrutiny Committee. These include:
  - Environmental Scrutiny Committee Task & Finish Exercise - Management of Section 106 Funding for the Development of Community Projects. A draft terms of reference has been attached to this report as **Appendix 4**.
  - Budget Scrutiny 2016/17 – As part of work programming discussions, Members have decided to scrutinise the Corporate Plan 2016/17 and Budgetary Proposals 2016/17. These are scheduled to take place in February 2016/17. At the recent Scrutiny Chairs Liaison Forum, Chairs highlighted that the proposed dates for Committee in February would need to be altered to ensure that Committees were able to receive the Budgetary Proposals 2016/17 which would be taken to Cabinet later on in February, rather than the proposals issued for consultation in December 2015. Currently it is anticipated that Scrutiny Committees would need to be held on 15 to 17 February 2016.

## **Way Forward**

8. Members should note the changes to the 'Environmental Scrutiny Committee Work Programme - 2015/16', comment on the proposed task & finish exercises and suggest a way forward for the 'Environmental Scrutiny Committee' to engage with these pieces of work.

## **Legal Implications**

9. 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**

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

**MARIE ROSENTHAL**

**Director of Governance & Legal Services**

**2 December 2015**