

Fy Nghyf / My Ref: NRS/CW/NH/04.12.14

Dyddiad / Date: 02 January 2015

Councillor Nigel Howells  
Chair, Policy Review and Performance Scrutiny Committee  
City of Cardiff Council  
County Hall  
Atlantic Wharf  
Cardiff  
CF10 4UW



Dear Councillor Howells

**ECONOMY AND CULTURE SCRUTINY COMMITTEE – 4 DECEMBER 2014**  
**Facilities Management Issues**

I am writing to you in relation to an issue raised at the December Economy and Culture Scrutiny Committee meeting. As a member of the Committee I know you will be well aware of the comments, but it needs to be formally recorded as requested by the Committee Members during the Way Forward.

In our scrutiny of Quarter 2 Performance for the Sport, Leisure & Culture directorate, it became apparent that an issue exists with regard to obtaining a definitive position from Facilities Management on whether statutory and routine maintenance has been carried out within various facilities operated by the Council. The Sport, Leisure & Culture directorate is accountable for the maintenance of numerous venues, however it has no control over the maintenance regimes and the prioritisation of works, and this has been highlighted as a risk for the directorate.

The scrutiny of Facilities Management falls outside the terms of reference for the Economy and Culture Scrutiny Committee, and we would request that this matter is raised when the Policy Review and Performance Scrutiny Committee next considers it. This is not the first time that issues within Facilities Management have been raised at our Committee, and we feel the performance and working practices of this service are long over due some attention.

This letter does not require a response, however I would be grateful if you would consider the above comments and observations.

Regards,

A handwritten signature in black ink, appearing to read 'Craig Williams'.

**Councillor Craig Williams**  
**Chairperson Economy and Culture Scrutiny Committee**