

## **AGENDA**

<b>Committee</b>	POLICY REVIEW AND PERFORMANCE SCRUTINY COMMITTEE
<b>Date &amp; Time of Meeting</b>	WEDNESDAY 4 JULY 2012 AT <b><u>5.30 PM</u></b>
<b>Venue</b>	COMMITTEE ROOM 1, COUNTY HALL, ATLANTIC WHARF, CARDIFF
<b>Membership</b>	

### **1. Appointment of Chairperson**

To note that the Council at its meeting on 17 May 2012 appointed County Councillor Clark as Chairperson of this Committee.

### **2. Membership**

The Council at its meeting held on 17 May 2012 appointed the following Members to this Committee:-

County Councillor Clark (Chairperson);  
County Councillors: Bale, Hunt, Keith Jones, Knight, Lloyd, Mitchell, Robson and Walker.

### **Terms of Reference**

To scrutinise, monitor and review the overall operation of the Cardiff Programme for Improvement and the effectiveness of the general implementation of the Council's policies, aims and objectives, including:

- Strategic Policy Development
- Strategic Programmes
- Community Planning & vision Forum
- Voluntary Sector Relations
- Citizen Engagement & Consultation
- Corporate Communications
- International Policy
- Council Business Management and Constitutional Issues
- Equalities
- Finance and Corporate Grants
- Organisational Development
- Fundamental Operational Review
- E-Government and ICT
- Property and Procurement
- Carbon Management
- Contact Centre Services and Service Access
- Legal Services

To scrutinise, monitor and review the effectiveness of the Council's systems of financial control and administration and use of human resources.

To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures, which may enhance Council performance in this area.

3. **Apologies** **Approx**

4. **Minutes**

To note the Minutes of the meeting of the Policy Review and Performance Scrutiny Committee held on 14 March 2012 – attached.

5. **Declarations of Interest** – to be made at the start of the agenda item in question, in accordance with the Members' Code of Conduct.

6. **Introduction to Scrutiny** **5:40pm**

(a) Mike Davies, Head of Scrutiny Performance and Improvement and Paul Keeping, Operational Manager, Scrutiny Services will be in attendance to answer Members' questions.

(b) Members' questions and answer session.

7. **Scrutiny of the Draft Local Development Plan: Briefing Report** **5:50pm**

(a) Paul Keeping, Operational Manager, Scrutiny Services will be in attendance to answer Members' questions.

(b) Members' question and answer session.

8. **Internal Services Strategy & Technology Framework 2012-15 -** **6.00pm**

(a) Councillor Heather Joyce (Leader) will be in attendance and may wish to make a statement;

(b) Steve Durbin, Head of Internal Services and Philip Lenz, Corporate Chief Officer (Shared) will be in attendance to address the Committee and answer Members' questions;

(c) Members' question and answer session.

9. **Performance Monitoring – Quarter 4** **7.00pm**
- (a) Jon House, Chief Executive, Mike Davies, Head of Scrutiny Performance and Improvement Viv Pearson, Operational Manager Improvement and Information, Christine Salter, Corporate Chief Officer (Corporate), Philip Lenz, Corporate Chief Officer (Shared) will be in attendance to address the Committee and answer Members' questions;
  - (b) Members' question and answer session.
10. **Way Forward** **7.45pm**
11. **Work Programme Report**
- (a) Nicola Newton, Principal Scrutiny Officer will be in attendance to present the report and answer Members' questions; **8.00pm**
  - (b) Members' questions and answers.

**JON HOUSE**  
Chief Executive  
27 June 2012

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