

## **AGENDA**

<b>Committee</b>	POLICY REVIEW AND PERFORMANCE SCRUTINY COMMITTEE
<b>Date &amp; Time of Meeting</b>	WEDNESDAY 5 JUNE 2013 AT 4.30PM
<b>Venue</b>	COMMITTEE ROOM 1, COUNTY HALL
<b>Membership</b>	County Councillor Howells (Chairperson); County Councillors Bale, Hunt, Keith Jones, Knight, Lloyd, Murphy, Robson and Walker

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

To note that the Annual Council at its meeting on 23 May 2013 appointed Councillor Howells as Chairperson of this Committee.

### **2. Membership**

The Council at its meeting held on 23 May 2013 appointed the following Members to this Committee:-

County Councillor Howells (Chairperson)  
County Councillors: Bale, Hunt, Keith Jones, Knight, Lloyd, Murphy,  
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:

- Council Business Management and Constitutional Issues
- Cardiff Council Corporate Plan
- Strategic Policy Development
- Strategic Programmes
- Community Planning & Vision Forum
- Voluntary Sector Relations
- Citizen Engagement & Consultation
- Cardiff Local Development Plan
- Equalities
- Finance and Corporate Grants
- Organisational Development
- Cardiff Efficiencies Programme
- E-Government
- Information and Communication Technology

- Corporate Communications
  - Contact Centre Services and Service Access
  - International Policy
  - Council Property
  - Commissioning and Procurement
  - Carbon Management
  - 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 assess the impact of partnerships with and resources and services provided by external organisations including the Welsh Government, joint local government services, Welsh Government Sponsored Public Bodies and quasi-departmental non governmental bodies on the effectiveness of Council service delivery.
  - To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures, which may enhance Council performance and service delivery in this area.

**3. Apologies**

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

**5. Wales Audit Office Corporate Assessment and Peer Review 4.35pm**

- (a) The Leader, Councillor Heather Joyce, has been invited to attend for this item;
- (b) Jon House, Chief Executive, and Mike Davies, Head of Scrutiny Performance and Improvement will be in attendance for this item.
- (c) Steve Barry, Improvement Assessment Lead, Wales Audit Office, will be in attendance for this item.
- (d) Questions by Members of the Committee.

**6. Customer Management - Cardiff Council Website 5.25pm**

- (a) Sarah McGill, Director, Communities, Housing and Customer Services and Mike Davies, Head of Scrutiny Performance and Improvement, and Ross Maude, Chief Enterprise Architect will be in attendance for this item.
- (b) Questions by Members of the Committee.

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| <b>7. Way Forward</b>                                       | <b>6.15pm</b> |
| (a) Wales Audit Office Corporate Assessment                 |               |
| (b) Cardiff Council Website                                 |               |
| <b>8. Annual Governance Statement information report</b>    | <b>6.45pm</b> |
| <b>9. Local Development Plan inquiry information report</b> | <b>6.50pm</b> |
| <b>10. Work Programme Report</b>                            | <b>6.55pm</b> |
| <b>11. Correspondence information report</b>                | <b>7.10pm</b> |

**JON HOUSE**  
Chief Executive  
30 May 2013