



County Hall  
Cardiff  
CF10 4UW  
Tel: (029) 2087 2000

Neuadd y Sir  
Caerdydd  
CF10 4UW  
Ffôn: (029) 2087 2000

## CORRESPONDENCE FOLLOWING THE COMMITTEE MEETING

**Committee** JOINT SCRUTINY COMMITTEE

**Date and Time of Meeting** WEDNESDAY, 26 AUGUST 2015, 4.30 PM

Please find below correspondence send by the Committee Chair following the meeting, together with any responses received.

For any further details, please contact [scrutinyviewpoints@cardiff.gov.uk](mailto:scrutinyviewpoints@cardiff.gov.uk)

9 **Correspondence Following the Committee Meeting** *(Pages 1 - 4)*

This page is intentionally left blank

Ref: RDB/NH/BD/26.08.15

1<sup>st</sup> September 2015

Councillor Bob Derbyshire,  
Cabinet Member for the Environment,  
County Hall,  
Atlantic Wharf,  
Cardiff,  
CF10 4UW.



Dear Councillor Derbyshire,

**Joint Environmental and Policy Review & Performance Scrutiny  
Committee – Infrastructure Services – Alternative Delivery Models –  
Consideration of Called – In Cabinet Decision CAB/15/24 – 26<sup>th</sup> August  
2015**

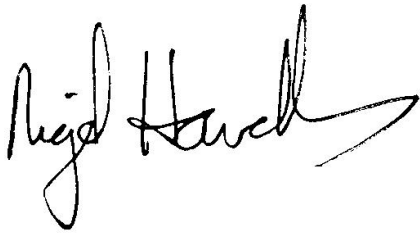
On behalf of the Environmental Scrutiny Committee and Policy Review & Performance Scrutiny Committee I would like to thank you and the officers for attending the Committee meeting on Wednesday 26<sup>th</sup> August 2015. The meeting considered 'Infrastructure Services – Alternative Delivery Models – Consideration of Called – In Cabinet Decision CAB/15/24'.

As you will be aware at the end of the meeting the Committee were asked to vote on whether or not to refer the decision back to Cabinet. I can confirm that having considered the evidence Members voted unanimously not to refer the matter back to Cabinet and, therefore, the decision taken by Cabinet on the 16<sup>th</sup> July 2015 now stands.

In addition to supporting the Cabinet decision Members stressed the importance of ensuring that detailed consultation and engagement with staff and trade unions is undertaken on a regular basis during the development of the Full Business Case. This will help ensure that all parties remain in an informed position during this very important process. We look forward to pre decision scrutiny of the Full Business Case proposals in early 2016.

I would be grateful if you would consider the above comments and provide a response to the requests made in this letter.

Regards,

A handwritten signature in black ink, appearing to read 'Nigel Howells', with a long, sweeping horizontal stroke at the end.

Councillor Nigel Howells

Chairperson Policy Review & Performance Scrutiny Committee

Cc to:

Andrew Gregory, Director for City Operations

Tara King, Assistant Director for the Environment

David Lowe, Waste Operations Manager, City Operations

Christine Salter, Corporate Director, Resources

Marc Falconer, Operational Manager, Projects Accountancy (Major Projects)

Tracey Thomas, Operational Manager, HR People Partner

Paul Keeping, Operational Manager, Scrutiny Services

Joanne Watkins, Cabinet Office Manager

Members of the Environmental Scrutiny Committee

Members of the Policy Review & Performance

**SWYDDFA CYMORTH Y CABINET  
CABINET SUPPORT OFFICE**

Fy Nghyf / My Ref : CM32402  
Eich Cyf / Your Ref : RDB/NH/BD/26.08.15  
Dyddiad / Date: 13th October 2015



County Hall  
Cardiff,  
CF10 4UW  
Tel: (029) 2087 2087

Neuadd y Sir  
Caerdydd,  
CF10 4UW  
Ffôn: (029) 2087 2088

Councillor Nigel Howells  
Cardiff County Council  
Atlantic Wharf  
Cardiff  
CF10 4UW

Annwyl / Dear Nigel

**Joint Environment And Policy Review And Performance Scrutiny Committee  
Infrastructure Services Alternative Delivery Models Consideration Of Called In  
Cabinet Decision Cab/15/24 26 August 2015**

Thank you for your letter dated 1st September 2015 which was received on 7th October 2015.

I was pleased that at the Call-in meeting of 26th August 2015 that the Committee Members voted unanimously not to refer the matter back to Cabinet and, therefore, the decision taken by Cabinet on the 16th July 2015 now stands.

Your letter stressed the importance of ensuring that detailed consultation and engagement with staff and trade unions is undertaken on a regular basis during the development of the Full Business Case. As previously advised, at the outset of the project, the engagement of key stakeholders, including Members, Unions, staff and Cardiff residents, was identified as an important factor in the ultimate success of the project. A Stakeholder Engagement Plan was therefore developed and implemented at an early stage and this has been reviewed and updated on a regular basis as the project has progressed. Details of the engagement with Unions and Staff during the Outline Business Case phase were shared at the Call-in Meeting.

A Stakeholder Engagement Strategy and Plan have now been prepared for the Full Business Case phase of the project. In preparing the Strategy, a stakeholder mapping exercise was undertaken to identify the 'audiences' that need to be engaged. Monthly meeting with the Union Branch Secretaries have been set up and initial meetings with the Unions have already taken place. Employee engagement will be critical to the success of the project and it is intended to establish 'Project Champions' from the workforce, ensuring that employees are represented from each service area are involved.

I trust this is of assistance. However, if you have any queries, please let me know.

Yn gwyir  
Yours sincerely

**Councillor / Y Cynghorydd Bob Derbyshire  
Cabinet Member for Environment  
Aelod Cabinet Dros Yr Amgylchedd**

**PLEASE REPLY TO / ATEBWCH I :** Cabinet Support Office / Swyddfa Cymorth Y Cabinet,  
Room 318, County Hall / Neuadd y Sir,  
Atlantic Wharf / Glanfa'r Iwerydd, Cardiff / Caerdydd,  
CF10 4UW



This page is intentionally left blank