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AGENDA

Committee POLICY REVIEW AND PERFORMANCE SCRUTINY COMMITTEE

Date and Time of Meeting WEDNESDAY, 12 JUNE 2019, 4.30 PM

Venue COMMITTEE ROOM 3 - COUNTY HALL

Membership Councillor Walker (Chair)
Councillors Berman, Bowen-Thomson, Boyle, Henshaw, Lister, Mackie and McKerlich

1 Apologies for Absence

To receive apologies for absence.

2 Appointment of Chairperson & Committee Membership

The Council at its Annual Meeting held on 23 May 2019 appointed Councillor David Walker as the Chair and the following Members to this Committee:

Councillors Berman, Bowen-Thompson, Henshaw, Lister, Mackie, McKerlich and Walker.

3 Terms of Reference

The Annual Council, at its meeting on 23 May 2019, agreed the following terms of reference for the Policy Review and Performance Scrutiny Committee:

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

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- Citizen Engagement & Consultation
- Corporate Communications
- Contact Centre Services and Service Access
- International Policy
- Cardiff Local Development Plan
- Equalities
- Finance and Corporate Grants
- Organisational Development
- Cardiff Efficiencies Programme
- E-Government
- Information and Communication Technology
- Council Property
- Commissioning and Procurement
- Carbon Management
- Legal Services
- Public Services Board

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 services 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.

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 Minutes (Pages 5 - 10)

To approve as a correct record the minutes of the meeting held on 8 May 2019.

6 Workforce Strategy 2018-21 (Pages 11 - 76)

To review the progress in implementing the Councils Workforce Strategy.

7 **Sickness Absence** *(Pages 77 - 106)*

Update on the corporate position and to review progress in applying the action plan to address sickness levels.

8 **Draft Annual Report 2018-19** *(Pages 107 - 136)*

Summary of the Policy Review and Performance Scrutiny Committee's impact during the 2018-19 municipal year.

9 **Forward Work Programming** *(Pages 137 - 144)*

10 **Way Forward**

To review the evidence and information gathered during consideration of each agenda item, agree Members comments, observations and concerns to be passed on to the relevant Cabinet Member by the Chair, and to note items for inclusion on the Committee's Forward Work Programme.

11 **Date of next meeting**

The next scheduled meeting of the Policy Review & Performance Scrutiny Committee is on Wednesday 10 July 2019 at 4.30 pm

Davina Fiore

Director Governance & Legal Services

Date: Thursday, 6 June 2019

Contact: Kate Rees,

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