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## AGENDA

<b>Committee</b>	ECONOMY & CULTURE SCRUTINY COMMITTEE
<b>Date and Time of Meeting</b>	THURSDAY, 19 SEPTEMBER 2019, 4.30 PM
<b>Venue</b>	COMMITTEE ROOM 4 - COUNTY HALL
<b>Membership</b>	Councillor Howells (Chair) Councillors Henshaw, Gordon, Gavin Hill-John, Parkhill, Robson, Sattar, Stubbs and Simmons

*Time  
approx.*

- 1 Apologies for Absence**  
To receive apologies for absence.
- 2 Declarations of Interest**  
To be made at the start of the agenda item in question, in accordance with the Members' Code of Conduct.
- 3 Minutes (Pages 3 - 6)**  
To approve as a correct record the minutes of the previous meeting.
- 4 Work Programme 2019/20 (Pages 7 - 32)** 4.30 pm
- 5 Forward Work Plan (Pages 33 - 42)** 5.15 pm
- 6 Cardiff Capital Region City Deal Joint Overview and Scrutiny: Update Report (Pages 43 - 48)** 5.25 pm
- 7 Correspondence (Pages 49 - 52)** 5.40 pm

*This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg*

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**8 Urgent Items (if any)**

**9 Date of next meeting**

The next meeting of the Economy & Culture Scrutiny Committee is scheduled for 3 October 2019 at 4.30pm.

**Davina Fiore**

**Director Governance & Legal Services**

Date: Friday, 13 September 2019

Contact: Andrea Redmond, 02920 872434, [a.redmond@cardiff.gov.uk](mailto:a.redmond@cardiff.gov.uk)

ECONOMY & CULTURE SCRUTINY COMMITTEE

4 JULY 2019

Present: Councillor Howells(Chairperson)  
Councillors Henshaw, Gavin Hill-John and Robson

12 : APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Gordon, Simmons, Stubbs and Sattar.

13 : DECLARATIONS OF INTEREST

None received.

14 : MINUTES

The minutes of the meeting held on 6 June 2019 were agreed as a correct record and signed by the Chairperson.

15 : CABINET RESPONSE: EVENTS IN CARDIFF INQUIRY

The Chairperson welcomed Cllr Bradbury, Cabinet Member for Culture & Leisure and Kathryn Richards – Head of Culture, Venues, Tourism & Events to the meeting.

The Chairperson advised Members that this item enabled Committee to receive the Cabinet response, agreed at their meeting in June, to its Inquiry into Events in Cardiff. This states that, out of 12 recommendations, the Cabinet has accepted 6, partially accepted 5 and not accepted 1 recommendation.

The Chairperson invited the Cabinet Member to make a statement in which he thanked the Committee for the work on the Task and Finish Inquiry, he stated that, although only half of the recommendations had been accepted in full, those partially accepted were only partially accepted because the Council was already doing something similar, consultation would be needed or there would be funding requirements. He made reference to the 1 recommendation that was not accepted and stated that this was due to the narrative and he explained that the Council could not commit to holding Events throughout the year, as events are market driven. He reiterated that it was a very good report which had been welcomed; he committed to keeping Committee abreast of the full events programme and the Events Strategy.

The Chairperson invited questions and comments from Members;

Members were interested to know Officers steer on Recommendation 5 which was not accepted. Officers stated that the recommendation talked about smoothing out the events calendar, saying that this was not in the gift of the Council but was market driven as Events come in when they come in. Officers planned to fill the down time as this was an issue previously raised by hoteliers too. The Cabinet Member added that they could have partially accepted the recommendation but this would not have been fully honest, accepting the recommendation was not in the Council's gift as

Commercial factors played a part, so he considered it was more honest to not accept it.

Members made reference to the Events Focus Group being re-established and asked when it had been disbanded and why. Officers explained that the focus group was originally set up during the building of St David's 2; the level of presence fell and it was no longer doing what it was intended to do; it was stopped around 18 months ago. Officers considered there was a need for a more strategic focus and would reinvigorate the focus group after the summer. The Cabinet Member stated that the focus group had taken a hiatus; there had been liaising with hoteliers and others so people know there is an Events Strategy with a focus to plan events all year around.

Members made reference to the phrasing '*Cabinet cannot allow budget considerations to be overturned by specific scrutiny recommendations*' and asked that future Cabinet responses consider this phrasing. The Cabinet Member stated that it was more of a Governance issue; Cabinet cannot accept recommendations outside of the budgetary framework, but they want to consider the recommendations as part of future considerations within the budgetary framework. He added that they work with the Chairs Liaison Forum and Members of the Committee to work through constructively to ensure they accept the premise of the points made.

RESOLVED: that the views of the Committee would be discussed during the way forward section of the meeting and a letter sent to the Cabinet Member in due course.

## 16 : MULTI-PURPOSE INDOOR ARENA (CONFIDENTIAL)

The Chairperson welcomed Cllr Russell Goodway, Cabinet Member Investment & Development, Neil Hanratty – Director of Economic Development, Chris Barnett, Operational Manager – Major Projects and Paul Devitt from Capita, which has undertaken due diligence checks for the Council.

The Chairperson reminded Members that the non-confidential parts of this meeting are being webcast and that footage will be retained on the Council's website for six months, with a copy kept thereafter in accordance with the Council's data retention policy.

This item enabled pre-decision scrutiny of the report to Cabinet on the next phase in the Indoor Arena development. The scope of the scrutiny was to examine the recommendations to Cabinet, the financial assumptions in the report, whether there are any risks to the Council, the delivery strategy, timeline and the next steps.

The Chairperson invited the Cabinet Member to make a statement in which he said that this report takes the project to the next stage, Committee and Cabinet had previously visited the issue in February when Cabinet decided to move to outline business case, working with the owners of the preferred site, getting heads of terms agreement for the land necessary to deliver the arena project. Now need to seek authority to enter into the rest of the undertaking and seek approval for full business case for Cabinet to consider the next stage via the procurement process.

The Chairperson invited questions and comments on the public information only;

Members made reference to the section on Climate Change Emergency and asked why there was no mention of the Eastern Bay Link Road. The Cabinet Member stated that completion of the Eastern Bay Link Road was a political priority for the Administration, not only for the Arena but also for the Economic Development of the East of Cardiff. Officers added that there are a few sentences in the Cabinet Report that reference avoiding traffic through the City Centre by using Strategic Road Networks, although Eastern Bay Link Road may not have been named. The Cabinet Member reiterated Cabinet's commitment to including a paragraph on Climate Change Emergency in every Cabinet Report.

Members made reference to the East to West transport links and asked if there was provision within the design for a stop to service the Indoor Arena. Officers advised there was, the cross-rail which is to be an extension of the Metro to Cardiff Bay at the Flourish which was outside the Arena. Members noted that elsewhere in the UK where there is a transport Hub at an Arena, Concerts finish after the last train, so this is something to be considered.

Members asked if the decision to not build the M4 Relief Road would have any impact on what has been developed regarding accessibility to the Arena. The Cabinet Member stated that the Welsh Government have committed to alternatives to help ease the pressures around the Bryn Glass Tunnels.

The Chairperson advised Members that they are required to consider Appendices 1 to 6 in a closed session to discuss information deemed exempt, in accordance with paragraph 14 of Part 4 and paragraph 21 of Part 5 of Schedule 12A of the Local Government Act 1972.

Accordingly, The Chairperson moved that Committee resolve to exclude the Public from the meeting at this point.

RESOLVED: –

- I. that members of the public and the press leave the Committee room. The remainder of the item would be in closed session and the webcast would be paused and restarted at the end of the closed session.
- II. that the views of the Committee would be discussed during the way forward section of the meeting and a letter sent to the Cabinet Member in due course.

17 : CORRESPONDENCE REPORT

RESOLVED: to note the report.

18 : FORWARD WORK PROGRAMME

Members were advised that the Forward Work Programme sets out the items scheduled for the September and October Committee meetings.

Currently items for September were New Theatre operating model; Dumballs Road Regeneration; Library Strategy, International Sports Village; Cardiff Bay Regeneration and City Centre/Cardiff Bay linkages.

Items for October were as follows after some items had slipped: Indoor Arena; Music Strategy; Cultural Issues; Council Heritage Buildings.

Members were content with the amendments and for the forward work programme to be published.

19 : URGENT ITEMS (IF ANY)

None received.

20 : DATE OF NEXT MEETING - 19 SEPTEMBER 2019

19 September 2019, Committee Room 4 County Hall, Cardiff.

The meeting terminated at 5.50 pm

**CYNGOR CAERDYDD  
CARDIFF COUNCIL**

**ECONOMY & CULTURE SCRUTINY COMMITTEE**

**19 SEPTEMBER 2019**

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**WORK PROGRAMME 2019 – 2020**

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**Purpose of the Report**

1. To provide Members of the Committee with the additional information they requested at their work-programming forum, held on 4 July 2019, to enable Members to undertake final prioritisation and rationalisation of potential items and agree an approved Work Programme 2019/2020.

**Background**

2. The Council's Constitution (*Scrutiny Procedure Rule 7*) states that each Scrutiny Committee will set its own work programme. Members construct a work programme that most effectively uses the Committee's time, by considering items within the Committee's terms of reference where scrutiny can make a difference.
3. This Committee's terms of reference include:
  - Cardiff City Region City Deal
  - Inward Investment & the Marketing of Cardiff
  - Economic Strategy & Employment
  - European Funding & Investment
  - Small to Medium Enterprises
  - Cardiff Harbour Authority
  - Lifelong Learning
  - Leisure Centres
  - Sports Development
  - Parks & Green Spaces
  - Libraries, Arts & Culture
  - Civic Buildings
  - Events & Tourism
  - Strategic Projects
  - Innovation & Technology Centres
  - Local Training & Enterprise.
4. This Committee's terms of reference also include the ability 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’.*

5. Scrutiny plays an essential role in promoting accountability, efficiency and effectiveness in the Council’s decision-making process and the way in which it delivers services. The main roles of the Scrutiny Committees are:
  - i) Holding to account the Cabinet and officers, as decision-makers.
  - ii) Being a ‘*critical friend*’, questioning how decisions have been made, providing a ‘*check and balance*’ to decision makers and undertaking reviews of services and policy.
  - iii) Providing a voice for citizens.

### **Identification of potential items**

6. At their Committee Meeting on 6 June 2019, Members decided to hold a work-programming forum to consider and prioritise potential items. Members tasked the scrutiny officer to prepare a schedule of potential items in advance of this meeting, by:
  - i) seeking suggestions from all Members;
  - ii) reviewing the items recommended by the previous Committee;
  - iii) reviewing corporate documents, forthcoming legislation, the work programmes of relevant auditors, inspectors and regulators, partnership, consortia and regional documents; and
  - iv) checking other relevant documentation to identify areas within the terms of reference for the Committee.
7. The Chair, Councillor Nigel Howells, also met with Cabinet Members Councillor Peter Bradbury and Councillor Russell Goodway, whose portfolios cover the majority of the areas within the Committee terms of reference, in order to hear:
  - Their suggestions for scrutiny;
  - The key challenges they faced for 2019/20; and



- How they felt the Committee could best constructively assist in addressing these and driving improvement.

8. Suggestions for this Committee's work programme were received from the following Members:

- i) Cabinet Members: Councillors Bradbury and Goodway;
- ii) Other Members: Councillor McGarry.

### **Initial prioritisation of items**

9. Members considered the schedule of potential items at their work programming forum meeting on 4 July 2019. Committee Members discussed which of these suggestions to prioritise for inclusion in the draft work programme, considering factors such as:

- i) The potential impact of scrutiny;
- ii) Importance to the citizens of Cardiff;
- iii) Importance for Cardiff Council;
- iv) Whether the possible item would be dealt with in other arenas; and
- v) The resources available from Scrutiny Services and the capacity of Members to undertake the scrutiny.

10. Committee Members considered the most appropriate type of scrutiny tool to use for each of the prioritised items, bearing in mind the WAO advice<sup>1</sup> to aim to achieve committee meetings that last no longer than three hours, whilst maintaining robust, appropriate scrutiny across the terms of reference by undertaking scrutiny outside of committee meetings.

11. A schedule listing the items considered by the work-programming forum and summarising the decisions taken is attached at **Appendix A**.

12. Members tasked the Principal Scrutiny Officer to prepare a draft work programme calendar, illustrating likely availability and timing of items. The draft work

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<sup>1</sup> Advice received following WAO Corporate Assessment (September 2014)

programme calendar is attached at **Appendix B**, with items split into the following work areas:

Committee Meeting Items:

- **Policy Development / Policy Review/ Pre-decision Scrutiny** - Where the Committee contributes to the Council's policy development processes by considering green papers or draft policy documents, reviews the progress made in implementing agreed Council policies, or evaluates and comments on policy proposals before they go to the Cabinet, giving the Cabinet the opportunity to receive and consider Scrutiny Members views prior to making their decision.
- **Committee Business Items** – enabling Members to consider items of Committee business, such as work programming, task group reports, correspondence reports and the Committee's Annual Report as well as update reports on the work of the Cardiff Capital Region City Deal Joint Overview & Scrutiny Committee.

Items dealt with outside Committee Meetings:

- **Committee Improvement Inquiries** - Where the Committee establishes a Task Group to examine a topic, resulting in a formal report to the Cabinet. These can be short inquiries, such as deep dives, or longer inquiries, as required.
- **Briefings/ Information Reports** – Where the Committee receives reports for information in order to guide future scrutiny and/ or determine if further scrutiny is required. This includes corporate and directorate performance and budget monitoring reports.

13. Committee Members also tasked the Principal Scrutiny Officer to discuss prioritised items with officers and to carry out further investigations on the following items and bring information to this committee meeting to enable Members to further discuss how best to scrutinise these areas:

- i) Lisvane & Llanishen Reservoirs
- ii) Allotments Strategy
- iii) Playing Pitch Strategy

- iv) Culture
- v) Council Payment Policy to SME contractors.
- vi) Tourism – potential task & finish inquiry
- vii) Encouraging Community- Based Sports in Deprived Areas – potential task & finish inquiry

### **Final prioritisation and rationalisation**

14. The initial prioritisation identified a number of items where Members requested further information prior to finalising the work programme, as listed above. The additional information is provided in **Appendix C**, with a draft scope for the proposed Culture committee item attached at **Appendix D**. In addition, at the work-programming forum, Members agreed to discuss with the whole Committee how best to scrutinise issues pertaining to Parks. Members are invited to discuss and agree the way forward for scrutiny of these items.
15. Members are invited to consider whether any further amendments are required to the draft work programme calendar attached at **Appendix B**. Members are reminded of the need to retain some flexibility in the work programme to enable new items to be added to the work programme during the year as necessary.
16. Members are further invited to discuss a suggestion from Councillor Peter Bradbury that, as part of this Committee's stated wish to scrutinise the Council's implementation of the Climate Emergency Council Motion<sup>2</sup>, the Committee scrutinise the steps being taken across his portfolio to tackle the Climate Emergency.

### **Way Forward**

17. Members will have the opportunity to discuss the information provided in **Appendices A, B, C and D**, and agree whether any amendments to the work programme are required.

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<sup>2</sup> The Climate Emergency Council Motion was carried at Full Council in March 2019.

## **Legal Implications**

18. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

## **Financial Implications**

19. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

## **Recommendation**

The Committee is recommended to:

- a) Consider the contents of **Appendix A, Appendix B, Appendix C** and **Appendix D** and agree any amendments required to these and to the draft work programme and thus approve a final work programme;

- b) Discuss and agree whether any of the proposed topics for task group inquiry be scoped for further consideration; and
- c) Approve nominations to sit on the task and finish groups for any agreed Inquiries.

**DAVINA FIORE**

**Director of Governance & Legal Services**

**13 September 2019**

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## ECC Work Programme 2019/20 – Decisions at Forum Meeting 4 July 2019

Present: Cllr Howells, Cllr Henshaw, Cllr G Hill-John, Cllr Robson

## Step One: Recommendations from previous Committee in Annual Report

<b>ITEMS FROM ANNUAL REPORT</b>	<b>Timings</b>	<b>Forum Discussion &amp; Decision</b>
<b>Cardiff Capital Region City Deal</b>	Feedback from Joint Scrutiny Committee 4x p.a.	Agreed – Committee Item
<b>Cardiff Bus Station</b>	Announcement due in July	Agreed – Committee Item
<b>Metro Central – Cardiff Central Station</b>	Waiting for UK Govt. decision re funding	Agreed – Committee Item
<b>Cardiff East Industrial Strategy</b>	November	Agreed – Committee Item
<b>Music Strategy</b>	October	Agreed – Committee Item
<b>Multi-Purpose Indoor Arena</b>	July & Oct/ Dec	Agreed – Committee Item
<b>International Sports Village</b>	September	Agreed – Committee Item
<b>Cardiff Bay Regeneration</b>	Link to ISV item - September	Agreed – Committee Item
<b>Dumballs Road Regeneration (Hof T)</b>	September	Agreed – Committee Item
<b>Heritage Buildings (New Theatre) (Norwegian Church) (St David's Hall/ City Hall etc.)</b>	September October TBC	Agreed – Committee Item
<b>Canal Quarter Masterplan</b>	November	Agreed – Committee Item
<b>Chapter Arts Centre</b>	December	Agreed – Committee Item
<b>Other Economic Development plans</b>	TBC	Agreed – Committee Item as req.
<b>Cardiff Harbour Authority (WG Review)</b>	Autumn	Agreed – Committee Item
<b>Cardiff Sport</b>	June	Completed – as Committee Item
<b>Sports &amp; Physical Activity Strategy</b>	March	Agreed – Committee Item
<b>Leisure Management</b>	TBC	Agreed – Committee Item
<b>Libraries Strategy</b>	September	Agreed – Committee Item

<b>ITEMS FROM ANNUAL REPORT</b>	<b>Timings</b>	<b>Notes of Discussions and Decisions</b>
		<b>Forum Discussion &amp; Decision</b>
<b>Welsh Library Standards</b>	December/ January	Agreed – Briefing - cttee only if req.
<b>Performance Reports</b>	Q1 – September/ Q2 – November/ Q3 – February Q4 - June	Agreed – as 2018/19 – email summary – cttee only if req.
<b>Savings Reports</b>	Month 4,6,9 and outturn - Sept/ Nov/ Feb/ June	Agreed – as 2018/19 – email summary – cttee only if req.
<b>Relevant AIRs Reports - WAO Review of Leisure Services – draft report due June 2019</b>	Autumn	Agreed – cttee only if req.
<b>Cabinet Responses to previous Inquiries and implementation of agreed recommendations from previous Inquiries</b>	Funding of Parks – see notes in right hand column Workshops & Innovation – April/ May 2020 Events – July 2019 & see notes in right hand column	Agreed. i) Funding of Parks – link progress review to wider Parks item – see Step Two below. ii) Workshops & Innovation – April/ May 2020 iii) Events – link progress review to wider Events item – see Step Two below.

**Step Two: Other Possible Items – require rigorous prioritisation to ensure best use of E&C time and resources:**

<b>Possible Items – for rigorous prioritisation</b>	<b>Source</b>	<b>Forum Discussion &amp; Decision</b>
<b>Members' suggestions</b>		
<b>Cllr Goodway</b>		
<b>Items already on work programme</b>		
Indoor Arena (3 times) ISV	Meeting with Chair/ Briefing note from Cllr Goodway	Agreed – already on work programme



Possible Items – for rigorous prioritisation	Source	Forum Discussion & Decision
Dumballs Road New Theatre Norwegian Church Music Strategy Canal Quarter Cardiff East Industrial Strategy Chapter Arts Centre Development City & Bay Development		Agreed – already on work programme
<b>New Items</b>		
<b>Llanrumney Development</b> This is twofold – based around P&R site	Meeting with Chair/ Briefing note from Cllr Goodway	Agreed – cttee item - schedule for November
<b>Tourism Strategy</b> Due to be refreshed/ reframed – see below	Meeting with Chair/ Briefing note from Cllr Goodway	See below re possible Tourism T&F
<b>Tourism Task &amp; Finish</b> Wish to to further enhance Tourism – boost visitor numbers and length of stay. Discussion included: <ul style="list-style-type: none"> <li>- types of events to attract to arena and how other cities have maximised benefits of this</li> <li>- Need for tourism infrastructure – what more is needed in Cardiff?</li> <li>- What types of tourism should Cardiff be looking to increase/ enhance – business tourism/ events/ international etc. – and how</li> <li>- Development of Tourism Strategy – T&amp;F wld assist with this.</li> </ul>	Meeting with Chair – raised by Cllr Goodway & Neil Hanratty	Undertake scoping / paving work with Ec Dev officers to see what they would find helpful for E&C to focus on and what could be terms of reference. Use findings from Events Inquiry to inform paving work. Liaise with Cllr Howells, Cllr Robson and Cllr Parkhill (volunteered in his absence due to his previous interest in tourism).

Possible Items – for rigorous prioritisation	Source	Forum Discussion & Decision
<b>Cllr Bradbury</b>		
<b>Items already on work programme</b>		
New Theatre Music Strategy (signature event) Harbour Authority	Meeting with Chair/ Briefing note from Cllr Goodway	Agreed – already on work programme. During mtg, Cllr Henshaw raised need to focus on Culture – agreed to widen Music Strategy item to include focus on Culture – need to scope this with Ec Dev officers and bring to Sept Cttee
<b>New Items</b>		
<b>Major Events Update</b> Event programme – what’s next?	Meeting with Chair/ Briefing note from Cllr Goodway	Agreed – at Cttee - to also include progress report on implementing agreed recommendations from Events Inquiry – need to confirm timing
<b>Securing Investment in Parks</b>		
<b>Parks – Overview Scrutiny</b> Challenges facing Parks in terms of usage, investment, as well as boosting pocket parks/ community parks.	Meeting with Chair	Could merge these items and receive progress report on agreed recs of T&F.  Discuss at September Committee with whole Committee.
<b>Allotments</b> Existing approach and also look at how allotments fits into Food Strategy	Meeting with Chair	Cllr Henshaw highlighted to forum that she sits on Allotments Working Group that regularly reviews existing strategy; there are many byelaws that apply to allotments.  Forum agreed that PSO to check when the Strategy is being refreshed and what work is done to identify the demand for new allotments on new sites.  This information to form part of report to Committee in September re work programme.

Possible Items – for rigorous prioritisation	Source	Forum Discussion & Decision
<b>Run 4 Wales</b> Will be framed within wider health/fitness/wellbeing strategy report	Meeting with Chair/ Briefing note from Cllr Goodway	Check whether E&C or CASSC, when get final report.
<b>Community Support for Sport (in Deprived Areas)</b> To explore how to improve community support for sport and ensure that this leads to inclusivity, re girls/ women/ BME.	Meeting with Chair	Agreed - link these 2 items together – possible task group inquiry. Would like to visit Eastern High to see how they ensure community use of sports facilities.
<b>Schools &amp; Sporting Facilities</b> Look at how to boost use of school sporting facilities by community – use Eastern High as example of good practice – possible visit/ meeting on site.	Meeting with Chair	Could also look to see if other local authorities have good practice examples re increasing community support for sport (social capital).  Bring to September committee for further discussion.
<b>Playing Pitch Strategy</b> Work underway learning from good practice in N England (Bury) re how to improve management and maintenance of pitches and boost supply.	Meeting with Chair	Agreed – PSO to speak to parks officers to find out more about this work and possible role for scrutiny.  Bring to September committee for further discussion.
<b>Climate Emergency Council Motion</b> Look at steps taking re this across Cllr Bradbury's portfolio e.g. good work in Parks - Bute Park nursery, biodiversity etc. – and in other venues – heating sources etc.	Meeting with Chair	Discuss at Committee in September
<b>Cllr McGarry</b>		Agreed – Scrutiny Services to thank Cllr McGarry for her suggestion and inform her of the decisions below.
<b>Council payment policy re small contractors</b>		Scrutiny Services - to liaise with Procurement and feedback to Committee for further discussion, as part of September Committee item on work programme.

Possible Items – for rigorous prioritisation	Source	Forum Discussion & Decision
<b>Public/ Private Partnerships</b>		Forum discussion – this tends to be looked at on a case-by-case topic basis. For example, E&C looked at this for GLL and for Arts Venues, whilst other committees look at topics in their areas. Members felt it was best to leave it like this as each committee is able to navigate the level of detail required to understand each case, its benefits/ costs/ risks and options appraisals to see what is best solution in each case.
<b>Directors' suggestions</b>		
Norwegian Church (NH)	Also in Annual Report list (Oct)	Include in work programme
Llanrumney Development (NH)	Due in October	
<b>Parks, Sport, Leisure, Harbour Authority</b>		
Parks & Green Spaces – volunteers and 'Friends of' <small>Work with our network of 'Friends of' and volunteer groups to engender a sense of ownership within local communities in the management and development of our parks and green spaces, and to secure improvements in local environmental quality.</small>	Corporate Plan	Parks items – include in refresh mentioned above
Lisvane & Llanishen reservoirs <small>Work in partnership with Welsh Water to re-open the Lisvane and Llanishen Reservoir sites for recreational purposes and re-introduce sailing to the Llanishen reservoir.</small>	Corporate Plan	Reservoirs – find out timescales and more info – Cllr Robson particularly interested. Decision at Sept Cttee.
Capital Programme works – Parks	Budget	
Parks	Directorate Delivery Plan	
Flatholm – HLF	Directorate Delivery Plan	
<small>Focus groups typically identified parks and green spaces, access to culture, leisure and shopping to be the things that people like most about Cardiff. The size of Cardiff was also</small>	Ask Cardiff 2018	
<small>Satisfaction was highest for Parks &amp; Open Spaces, at 78.7% overall.</small>	Ask Cardiff 2018	
<b>Employability/ Skills</b>		
Cardiff Commitment	Corporate Plan/ Ec Dev White Paper	Cardiff Commitment – item at Committee – what

Possible Items – for rigorous prioritisation	Source	Forum Discussion & Decision
<p><b>Support young people into education, employment or training by delivering the Cardiff Commitment</b>, with a focus during the academic years 2018/19 and 2019/20 upon:</p> <ul style="list-style-type: none"> <li>• Creating school/business partnerships that target skills development in the key economic growth sectors of the Cardiff Capital Region;</li> </ul>		achieved and what planning to do
<ul style="list-style-type: none"> <li>- Cardiff Commitment</li> <li>- Employability Services</li> <li>- Volunteering portal</li> </ul>	Capital Ambition Delivery Programme – Resilience – Inclusive Growth	Employment Services – would like an update – if all on track, happy for it to be a briefing.
<p>Employment Services</p> <p><b>Better support people into work by further integrating employment support services.</b> This will include:</p> <ul style="list-style-type: none"> <li>• Ensuring that the Gateway into employment is accessible across the city;</li> <li>• Ensuring that Into Work Advice Services and Adult Community Learning fully align with the new Gateway by September 2019;</li> <li>• Providing effective employer engagement and assistance into self-employment;</li> <li>• Promoting and extending volunteering opportunities by October 2019;</li> </ul>	Corporate Plan	Apprenticeships falls within PRAP's remit
Increase apprenticeships & employment opportunities re new build housing schemes	Directorate Delivery Plan (p38 Hsg Dev)	
Review Adult Community Learning – potential 50% reduction in funding	Directorate Delivery Plan (p28 Communities)	Agreed – Cttee item – find out timing
<p>Three quarters (75.9%) reported that their employment situation had not changed over the past year. Compared to those who felt it had declined (10.6%), slightly more felt their situation had improved (13.5%).</p>	Ask Cardiff 2018	
<p>Three in five respondents (60.3%) described themselves as 'very' or 'somewhat' confident about their future job/career prospects in Cardiff.</p>	Ask Cardiff 2018	
<b>Events, Tourism, Venues</b>		
<p>Events – Signature and Music City</p> <p><b>Develop a sustainable events portfolio which builds on Cardiff's event hosting credentials.</b> This will include the development of a 'signature event' and establishing Cardiff as a Music City over the next 5 years.</p>	Corporate Plan	Will form part of Music Strategy and Major Events Update items

Possible Items – for rigorous prioritisation	Source	Forum Discussion & Decision
Anchor visitor attraction – Alexandra Head	Ec Dev White Paper	Will form part of Tourism T&F scoping – see above
Tourism Strategy	Directorate Delivery Plan	
Revised structure for Tourism savings	Budget	
City Centre Management savings	Budget	<i>Not seen as an issue – all seems to be ok currently – if becomes a problem, will reconsider.</i>
City Centre Management/ BID	Directorate Delivery Plan	
Venues	Directorate Delivery Plan	Agreed to look at as and when proposals come through
Fundamental review of commercial venues	Capital Ambition Delivery Programme – Modernisation strand	
Cardiff Museum	Directorate Delivery Plan	
Cardiff Castle savings	Budget	
Capital Programme works – Indoor Market	Budget	
Capital Programme works – St David’s Hall & New Theatre	Budget	Agreed to look at as and when proposals come through
<b>Libraries/ Hubs</b>		
Libraries & Hubs More than two thirds (68.8%) of respondents had visited a library or hub in the last 12 months. Those most likely to have visited a library or hub were minority ethnic groups (75.2%), women (73.6%) and those with a longstanding disability or health condition (72.3%). Men and under 35’s were amongst those least likely to visit.	Ask Cardiff 2018	Libraries Strategy scheduled for November
Libraries & Hubs anti-social behaviour. The largest increases in satisfaction were seen in relation to Libraries/Hubs (4.2 percentage points) and Services for the disabled (4.5 percentag	Ask Cardiff 2018	
<b>Economic Development/ Regeneration</b>		
Grade A office space Grow the city centre as a location for businesses and investment delivering an additional 300,000ft2 of ‘Grade A’ office space by 2021.	Corporate Plan/ Ec Dev White Paper	Grade A offices - look at as part of performance report Look at other proposals as they come through
Metro Central – commercial space	Ec Dev White Paper	
Central Quay	Ec Dev White Paper	

Possible Items – for rigorous prioritisation	Source	Forum Discussion & Decision
Callaghan Square – completion of development	Ec Dev White Paper	
Neighbourhood Regeneration Invest in the regeneration of local communities by: <ul style="list-style-type: none"> <li>Delivering a new three-year programme of Neighbourhood Renewal Schemes;</li> <li>Completing Phase 2 of the Maelfa redevelopment scheme by summer 2020;</li> <li>Implementing priority schemes identified in the Estate Regeneration Programme;</li> <li>Progressing opportunities for funding through the Targeted Regeneration Investment Programme.</li> </ul>	Corporate Plan	
Channel View regeneration	Communities - Delivery Plan	Look at as part of City Centre/ Cardiff Bay linkages item
South Riverside Business Corridor	Ec Dev White Paper	Look at as and when become available
Adamsdown Business Corridor	Ec Dev White Paper	
Splott Business Corridor	Ec Dev White Paper	
Highline - Bute St & L George Av	Ec Dev White Paper	
Centre for contemporary arts & innovation	Ec Dev White Paper	
Knowledge Corridor	Ec Dev White Paper	Look at as and when become available
Leckwith Sport Cluster	Ec Dev White Paper	
Creative & Digital Accelerator	Ec Dev White Paper	
Creative Sector – Creative Accelerator programme Support the development of the creative sector and help unlock investment opportunities by working with partners across the sector to support the growth of creative enterprises through the establishment of a Creative Accelerator programme.	Corporate Plan/ Ec Dev White Paper	
Reg-Tech and Fin-Tech Cluster	Ec Dev White Paper	
Life Sciences	Ec Dev White Paper	Schedule for April – link to update on Workshops & Innovation – Cllr GHJ interested in work re co-working and incubation.
Inclusive Growth & Skills	Ec Dev White Paper	
Developing business throughout the City	Ec Dev White Paper	
Business Support & Development	Directorate Delivery Plan	
Cardiff Film Unit	Directorate Delivery Plan	
Youth Foods	Directorate Delivery Plan	<i>Not seen as an issue – all seems to be ok currently – if becomes a problem, will reconsider.</i>

Possible Items – for rigorous prioritisation	Source	Forum Discussion & Decision
Creative Cities Convention 2019	Directorate Delivery Plan	
Shared Prosperity Fund (Brexit)	Directorate Delivery Plan	<i>Decided not to look at this</i>
City Business Forum	Directorate Delivery Plan	Look at as and when become available
Economy <small>Two-thirds of respondents (64.6%) agreed that "Cardiff has a thriving and prosperous economy", compared to 15.6% who disagreed with this statement.</small>	Ask Cardiff 2018	
<b>Partnerships</b>		
PSB – Capital Ambition/ Wellbeing Plan	Included above	Included above
City Deal	Included in Annual Report items	Included above
<b>Legislation</b>		
Brexit	Residual Risk B2	<i>Decided not to look at this</i>
Migration <small>Just one in five (20.8%) disagreed that migration has enhanced Cardiff's economy. A similar figure (23.5%) disagreed that migration has enhanced Cardiff's communities.</small>	Ask Cardiff 2018	<i>Decided not to look at this</i>
Migration <small>Ethnic minorities were most likely to agree that migration has enriched Cardiff's economy. Age was also found to be a significant indicator with three quarters (72.7%) of respondents aged under 35 in agreement with the statement compared to just half (48.2%) of those aged 55+.</small>	Ask Cardiff 2018	<i>Decided not to look at this</i>
Future Generations Well Being Act		Will inform all scrutiny



COMMITTEE MEETINGS	06-Jun-19	4 July 2019	19 September 2019	3 October 2019	14 November 2019	5 December 2019	16 January 2020	Budget meeting TBC	12 March 2020	Special Meeting?	April - TBC	7 May 2020	11 June 2020	9 July 2020	
Pre-Decision/ Policy Development / Review	Ec Dev Directorate Delivery Plan inc Q4 perf	Cabinet Response - Events		Culture & Music Strategy	Indoor Arena Procurement	Canal Quarter	Chapter	Budget Proposals	Sports & Physical Activity Strategy	Indoor Arena Full Business Case		Cabinet Response -Innovation & Workshops Progress report			
	Cardiff Sport	Multi Purpose Indoor Arena		New Theatre Operating Model	Dumballs Road Heads of Terms	Harbour Authority	Leisure Management GLL	Corporate Plan	Tourism Strategy			Business Support & Development			
				Cardiff East Industrial Strategy	Libraries Strategy	Norwegian Church	WAO Review of Leisure Services		City & Bay Development Strategy			Adult Community Learning			
				ISV Cardiff Bay Regeneration	Metro Central Update	Llanrumney Development	Playing Pitch Strategy		City Centre & Bay - links/ interface/ highline			Tourism Strategy & Response to T&F			
					?City Hall?	Major Events Update & progress re agreed recs	? Run 4 Wales ?		Parks Investment Strategy						
						?Indoor Arena?									
Page 25 Committee Business	Work Programme	Forward Work Programme	Work Programme	Forward Work Programme	Forward Work Programme	Forward Work Programme	Forward Work Programme	Forward Work Programme	Forward Work Programme		Forward Work Programme	Annual Report	Forward Work Programme	Forward Work Programme	
			Forward Work Programme				Tourism T&F report					Community Sport T&F report			
			CCRCDC Update (June & July)	CCRCDC Update (Sept)			CCRCDC Update (Dec/ Jan)					CCRCDC Update (March)			
	Correspondence	Correspondence	Correspondence	Correspondence	Correspondence	Correspondence	Correspondence	Correspondence	Correspondence		Correspondence	Correspondence	Correspondence	Correspondence	
OUTSIDE COMMITTEE MEETINGS	June	July	September	October	November	December	January	February	March	Special Meeting?	April	May	June	July	
Committee Improvement Inquiries				Tourism T&F				Community Sport							
Briefings/ information reports outside Committee		Communities Directorate Delivery Plans	Employment Services				Welsh Library Standards								
			Q1 Performance		Q2 Performance monitoring			Q3 Performance					Q4 Performance		
			Month 4 budget monitoring		Month 6 budget monitoring			Month 9 budget monitoring					Outturn budget monitoring		

monitoring
policy development/ review
pre-decision
Cllr Goodway
Cardiff Bus Station
Cardiff Commitment

Cllr Bradbury
Lisvane & Llanishen Reservoirs
St David's Hall

### Additional Information requested by E&C Work Programming Forum:

Potential Item	Background & Decision at Forum	Additional Information
<b>Lisvane &amp; Llanishen reservoirs</b>	Members requested information on timescales and any other relevant factors they should take into account when thinking about scrutinising this work.	Welsh Water have overall responsibility for works at Lisvane and Llanishen Reservoirs, utilising Welsh Government 'Enabling Natural Resources' funds. Cardiff Council has a Memorandum of Understanding with Welsh Water re the reservoirs, to contribute 'in kind' resource. Officers suggest looking at this in 6-12 months' time and inviting Welsh Water to provide an update briefing.
<b>Allotments</b>	<p>Cllr Bradbury highlighted it would be useful to look at existing approach and how fits into Food Strategy. Cllr Henshaw highlighted to Forum that she sits on Allotments Working Group that regularly reviews existing strategy; there are many byelaws that apply to allotments.</p> <p>Members requested information on when and how the Strategy is being refreshed and what work is done to identify the demand for new allotments on new sites.</p>	<p>Officers advised that the Allotment Strategy is refreshed as an on-going activity via the Allotments Working Group. This means that they can respond as needed and refine and refocus in response to changing circumstances.</p> <p>With regard to new allotments on new sites, this falls under planning development control. Working in consultation with planning services, officers identify the requirement for open space, allotments, playing pitches etc., using TAN 16. These form part of the planning process negotiations.</p>
<b>Playing Pitch Strategy</b>	Cllr Bradbury highlighted that work is underway learning from good practice in N England (Bury) re how to improve management and maintenance of pitches and boost supply.	Officers have been working with consultants to learn from experiences in England. A report is being drafted for Cllr Bradbury to consider. This will lead to a report to Cabinet

	Members requested more information about this work and possible role for scrutiny.	for decision, in which case it would be available for pre-decision scrutiny; indicative timescale of January 2020.
<b>Culture/ Music Strategy (signature event)</b>	Cllr Henshaw raised need to ensure the work programme provided sufficient focus on Culture – Forum agreed. Members tasked the scrutiny officer to meet with relevant officers to discuss how best to achieve this. One possibility discussed by the Forum was to widen out the Music Strategy item to include a wider focus on Culture.	Draft scoping document prepared and attached as <b>Appendix D</b> for discussion, amendment and approval at this meeting.
<b>Council payment policy re small contractors</b>	<p>Cllr McGarry asked that the Committee look at how the Council pays contractors and how it ensures its policy does not have an adverse impact on small businesses.</p> <p>Members tasked the Scrutiny Officer to liaise with Procurement to see what the Council’s policy is and how it ensures small businesses are able to bid for work without being disadvantaged by payment timings.</p>	Procurement advised that the Council’s Social Procurement Policy sets out the Councils approach to working with small businesses. This includes paying all small contractors within 10 days of receiving a valid invoice, with the aim of moving to immediate payment, as part of the ‘Open Doors Charter’. Work is also undertaken to promote opportunities to small and medium enterprises, including advice sessions, ‘selling to the Council’ guide and ‘meet the buyer’ sessions for supply chains. In addition, officers are working to increase visibility re social enterprises, in terms of opportunities available to them to bid for work and work already undertaken with social enterprises.
<b>Tourism Task &amp; Finish</b>	Members tasked the Scrutiny Officer to undertake paving work with service area officers	Exploratory discussion held with OM Tourism. Advised meet with Commercial Partnerships Manager and with Marketing

	<p>to see what they would find helpful for a Tourism task &amp; finish inquiry to focus on and to use this, along with relevant findings from the recent Events Inquiry, to scope draft terms of reference. Cllr Howells and Cllr Robson would like to sit on this task group and Cllr Parkhill may be interested given his previous interest in tourism.</p>	<p>and Strategy Manager in Tourism to discuss further – meetings to be arranged.</p>
<p><b>Community Support for Sport (in Deprived Areas)</b></p>	<p>Members requested scrutiny officers liaise with service area to discuss potential scrutiny of this area. Members would like to visit Eastern High to see how they ensure community use of sports facilities. Members think it would be useful to look to see if other local authorities have good practice examples re increasing community support for sport (social capital). Members are interested in holding meeting at Eastern High School or other suitable community venue.</p>	<p>Initial discussion held with OM Parks &amp; Sport, who welcomed possible inquiry subject to usual scoping methodology. Further discussions needed with Sports Development Manager.</p>

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**Economy & Culture Scrutiny Committee:**

**Short Scrutiny - Culture**

**Reason for Short Scrutiny**

Members wish to explore the current and future role of Culture in the economy of Cardiff. Members wish to understand the role of Cardiff Council and partners in ensuring a sustainable way forward for Culture in Cardiff.

**Scope**

1. Review existing landscape including partnership working, budget and resources.
2. Explore place- making and economic roles of Culture in Cardiff, and impact on region and nation.
3. Reference good practice from other core cities in UK and experiences from across Europe, captured via Eurocities Creative Cities work.
4. Explore what is needed to ensure a sustainable way forward re role of Cardiff Council and Culture in Cardiff and make recommendations accordingly.

**Methodology**

1. Review existing landscape with internal and external witnesses–
  - i. Available budget and resources and work underway with these e.g. Music Strategy/ Signature Event/ Music Board/ Castle Quarter- Womanby Street/ Indoor Arena/ Chapter and Creative Industries.
  - ii. Partnership working – how to build on Cardiff’s offer, aligning resource and identifying additional funding schemes.
  - iii. On-going work re Cultural Compact to provide structure and governance for partnership work.
2. Explore place-making and economic role of Culture in Cardiff, and impact on region and nation, with internal and external witnesses –
  - i. Place-making role of Culture
    - Improve Quality of Life
    - Improve Health & Wellbeing of local population
    - Improve opportunities/engagement for local population
    - Contributes to meeting FGWB Act requirements.
  - ii. Economic role of Culture
    - Attract & retain skilled workforce & employers/ investors/ start-ups
    - Support the Creative Industries – the fastest growing area of the economy
    - Economic and social benefits for whole population – not elitist
    - Attract more visitors/ staying visitors – helps promote Cardiff
  - iii. Role as Capital City of Wales
    - role to play that helps region and nation

## **Culture – Draft Scope**

3. Reference good practice from other core cities in UK and experiences from across Europe, captured via Eurocities Creative Cities work.
  - i. Core Cities UK – Cultural Cities Enquiry Report – Enriching UK cities through smart investment in Culture – February 2019
  - ii. Eurocities – Future Creative Cities Report – Why culture is a smart investment for cities – December 2017
  - iii. Desk based research of other relevant websites.
4. Explore, with internal and external witnesses, what is needed to ensure a sustainable way forward re role of Cardiff Council and Culture in Cardiff and make recommendations accordingly.

### **Witnesses**

- Internal Witnesses - Cllr Thomas and Cllr Bradbury, Neil Hanratty/ Ken Poole, Jon Day and Ruth Cayford
- External witnesses - written and verbal contributions to be invited from:
  - o Cardiff based Culture organisations e.g. Chapter, Ffotogallery, Not Fit State Circus etc.
  - o National Culture organisations e.g. Arts Council of Wales, Wales Arts International, Museum of Wales, National Dance Company of Wales, BBC National Orchestra of Wales, Youth Arts Wales, Cardiff Singer of the World and Welsh National Opera etc.
  - o Academic & Professional Experts including Cultural Cities contributor

### **Potential Structure for Scrutiny**

- Paving report to September Committee as part of Work Programming report
- 1<sup>st</sup> meeting – hear from internal witnesses
- 2<sup>nd</sup> meeting – hear from external witnesses and then internal witnesses given chance to respond.

### **Timescales**

To be agreed at Economy & Culture Scrutiny Committee 19 September 2019



**CYNGOR CAERDYDD  
CARDIFF COUNCIL**

**ECONOMY & CULTURE SCRUTINY COMMITTEE**

**19 SEPTEMBER 2019**

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**FORWARD WORK PLAN: SEPTEMBER – DECEMBER 2019**

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**Purpose of Report**

1. This report provides Members with an opportunity to discuss an indicative Committee Forward Work Plan September – December 2019.

**Background**

2. As part of the Council's response to the Wales Audit Office report '*Overview and Scrutiny - Fit for the Future?*' (July 2018), the Head of Democratic Services has introduced publication of the Committee's "Forward Work Plan" (FWP) on the Council's internet site. These have been published for October 2018 – January 2019, January 2019 – April 2019, and May 2019 – July 2019 on the Council's internet site, under the Forward Plan heading.<sup>1</sup>
3. The next published FWP will cover the period September 2019 – December 2019. At this meeting, Members are asked to consider the information set out in **Appendix A** and agree for this to be published, subject to any amendments agreed at this meeting as part of the Work Programme item considered earlier in the meeting.

**Way Forward**

4. During their meeting, Members will have the opportunity to reflect on and discuss the information provided in **Appendix A** and agree any amendments.

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<sup>1</sup> Available at: <http://cardiff.moderngov.co.uk/mgListPlans.aspx?RPIId=142&RD=0&LLL=0>

## **Legal Implications**

5. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

## **Financial Implications**

6. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

## **RECOMMENDATIONS**

The Committee is recommended to consider the updated Committee Forward Work Plan attached at **Appendix A**, agree any amendments required and approve for publication on the Council's internet.

**Davina Fiore**

**Director - Governance and Legal Services**

**13 September 2019**

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## ECONOMY & CULTURE SCRUTINY COMMITTEE - DRAFT FORWARD WORK PROGRAMME

September 2019 – December 2019

Please note this is a draft document, subject to confirmation of Committee's work programme at Committee on 19 September 2019.

Meeting Dates	Type of Scrutiny	Title and Description of Report	Invitees & Consultees	Directorate Contact Officer
19 Sept 19	Committee Work Programme Item	<b>Economy and Culture Scrutiny Committee – Draft Work Programme 2019/20</b> To review the proposals contained within the Economy & Culture Scrutiny Committee – Draft Work Programme 2019/20.	Members of Cardiff's Economy & Culture Scrutiny Committee	Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a>
19 Sept 19	Update Briefing	<b>Cardiff Capital Region City Deal Joint Overview &amp; Scrutiny Committee</b> To provide Members with an update on the work of the CCRCD JOSC.	Members of Cardiff's Economy & Culture Scrutiny Committee	Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a>
19 Sept 19	Monitoring	<b>Correspondence</b> To enable Members to monitor responses to their letters and agree any follow-up actions.	Members of Cardiff's Economy & Culture Scrutiny Committee	Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a>
3 Oct 19	Pre Decision Scrutiny	<b>International Sports Village</b> To carry out pre decision scrutiny of the report to Cabinet on progress of the International Sports Village Development and the proposed delivery model for the phase 2 development of the site. <b>It is planned that this item will be webcast.</b>	Councillor Russell Goodway, Cabinet Member for Investment & Development  Neil Hanratty, Director of Economic Development	Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a>

3 Oct 19	Pre Decision Scrutiny	<p><b>New Theatre Operating Model</b> To carry out pre decision scrutiny of the report to Cabinet that outlines a new approach to operating the New Theatre.</p> <p><b>It is planned that this item will be webcast.</b></p>	<p>Councillor Peter Bradbury, Cabinet Member for Culture &amp; Leisure</p> <p>Neil Hanratty, Director of Economic Development, Kathryn Richards, Head of Culture, Venues, Tourism &amp; Events.</p> <p>Volunteer representatives (requested by Committee)</p>	<p>Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a></p>
3 Oct 19	Policy Development & Pre-Decision Scrutiny	<p><b>Culture &amp; Music Strategy</b> To carry out policy development scrutiny of the role of the Council and partners re ensuring a sustainable way forward for Culture in Cardiff and to carry out pre-decision scrutiny of a report to Cabinet to agree the next steps for establishing a Cardiff Music Strategy Board to oversee the implementation of the Music Strategy.</p> <p><b>It is planned that this item will be webcast.</b></p>	<p>Councillor Peter Bradbury, Cabinet Member for Culture &amp; Leisure</p> <p>Neil Hanratty, Director of Economic Development, Kathryn Richards, Head of Culture, Venues, Tourism and Events.</p> <p>External, partner stakeholders to be invited – to be decided.</p>	<p>Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a></p>
3 Oct 19	Pre Decision Scrutiny	<p><b>Cardiff East Industrial Strategy</b> To carry out pre decision scrutiny of the report to Cabinet to agree the proposed Cardiff East Industrial Strategy.</p> <p><b>It is planned that this item will be webcast.</b></p>	<p>Councillor Russell Goodway, Cabinet Member for Investment &amp; Development</p> <p>Neil Hanratty, Director of Economic Development</p>	<p>Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a></p>
3 Oct 19	Update Briefing	<p><b>Cardiff Capital Region City Deal Joint Overview &amp; Scrutiny Committee</b></p>	<p>Members of Cardiff's Economy &amp; Culture Scrutiny Committee</p>	<p>Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a></p>

## Appendix A

		To provide Members with an update on the work of the CCRCJ JOSC.		
<b>3 Oct 19</b>	<b>Monitoring</b>	<b>Correspondence</b> To enable Members to monitor responses to their letters and agree any follow-up actions.	Members of Cardiff's Economy & Culture Scrutiny Committee	Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a>
<b>14 Nov 19</b>	<b>Pre Decision Scrutiny</b>	<b>Indoor Arena</b> To carry out pre-decision scrutiny of the report to Cabinet to agree the next steps in the process to deliver an Indoor Arena in Cardiff.	Councillor Russell Goodway, Cabinet Member for Investment & Development  Neil Hanratty, Director of Economic Development	Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a>
<b>14 Nov 19</b>	<b>Pre Decision Scrutiny</b>	<b>Dumballs Road Regeneration</b> To carry out pre-decision scrutiny of a report to Cabinet to agree a Heads of Terms with the developers with regard to taking forward the masterplan for the Dumballs Rd development. <b>It is planned that this item will be webcast.</b>	Councillor Russell Goodway, Cabinet Member for Investment & Development  Neil Hanratty, Director of Economic Development	Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a>
<b>14 Nov 19</b>	<b>Pre Decision Scrutiny</b>	<b>City Hall</b> To carry out pre-decision scrutiny of proposals being taken to Cabinet regarding future use of City Hall. <i>(TBC – overlap with PRAP re core office report – to be discussed by respective Chairs)</i>	Councillor Peter Bradbury, Cabinet Member for Culture & Leisure  Neil Hanratty, Director of Economic Development, Kathryn Richards, Head of Culture, Venues, Tourism and Events.	Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a>
<b>14 Nov 19</b>	<b>Pre Decision Scrutiny</b>	<b>Libraries Strategy</b> To carry out pre-decision scrutiny of a report to Cabinet to demonstrate how Cardiff Council will	Councillor Lynda Thorne, Cabinet Member for Housing & Communities. Jane Thomas, Assistant Director – Housing &	Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a>

## Appendix A

		meet the Welsh Public Library Standards and build on the key themes mentioned within that report. <b>It is planned that this item will be webcast.</b>	Communities, and Nicola Pitman, Libraries Strategy Manager.	
14 Nov 19	Policy Development	<b>Metro Central Update</b> To carry out policy development scrutiny of the Metro Central proposals.	Councillor Russell Goodway, Cabinet Member for Investment & Development  Neil Hanratty, Director of Economic Development	Angela Holt Principal Scrutiny Officer AHolt@cardiff.gov.uk
14 Nov 19	Monitoring	<b>Correspondence</b> To enable Members to monitor responses to their letters and agree any follow-up actions.	Members of Cardiff's Economy & Culture Scrutiny Committee	Angela Holt Principal Scrutiny Officer AHolt@cardiff.gov.uk
5 Dec 19	Pre Decision Scrutiny	<b>Canal Quarter</b> To carry out pre-decision scrutiny of a report to Cabinet on a new masterplan for the future development of the Capital Quarter area within the city centre to attract investment and expand the city-centre's commercial offer. <b>It is planned that this item will be webcast.</b>	Councillor Russell Goodway, Cabinet Member for Investment & Development  Neil Hanratty, Director of Economic Development	Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a>
5 Dec 19	Pre Decision Scrutiny	<b>Llanrumney Development</b> To carry out pre-decision scrutiny of a report to Cabinet to outline a development strategy for Llanrumney to support the development of economic activity within the area. <b>It is planned that this item will be webcast.</b>	Councillor Russell Goodway, Cabinet Member for Investment & Development  Neil Hanratty, Director of Economic Development	Angela Holt Principal Scrutiny Officer AHolt@cardiff.gov.uk
5 Dec 19	Pre Decision Scrutiny	<b>Norwegian Church</b> To carry out pre-decision scrutiny of a report to Cabinet to agree the next steps for securing a	Councillor Peter Bradbury, Cabinet Member for Culture & Leisure	Angela Holt Principal Scrutiny Officer AHolt@cardiff.gov.uk



## Appendix A

		partner to invest and operate the Norwegian Church.  <b>It is planned that this item will be webcast.</b>	Neil Hanratty, Director of Economic Development, Kathryn Richards, Head of Culture, Venues, Tourism and Events.	
5 Dec 19	Policy Development	<b>Harbour Authority</b> To carry out policy development scrutiny of proposals between Welsh Government and Cardiff Council regarding future financing of the Harbour Authority. <b>It is planned that this item will be webcast.</b>	Councillor Peter Bradbury, Cabinet Member for Culture & Leisure  Neil Hanratty, Director of Economic Development, Jon Maidment, OM.	Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a>
5 Dec 19	Pre Decision Scrutiny	<b>Indoor Arena</b> To carry out pre-decision scrutiny of a report to Cabinet seeking approval for the next stages in delivering the Indoor Arena.	Councillor Russell Goodway, Cabinet Member for Investment & Development  Neil Hanratty, Director of Economic Development	Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a>
5 Dec 19	Pre Decision Scrutiny	<b>Major Events Update</b> To carry out pre-decision scrutiny of a report to Cabinet on an update on Major Events in Cardiff. <b>It is planned that this item will be webcast.</b>	Councillor Peter Bradbury, Cabinet Member for Culture & Leisure Neil Hanratty, Director of Economic Development, Kathryn Richards, Head of Culture, Venues, Tourism and Events.	Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a>
5 Dec 19	Monitoring	<b>Correspondence</b> To enable Members to monitor responses to their letters and agree any follow-up actions.	Members of Cardiff's Economy & Culture Scrutiny Committee	Angela Holt Principal Scrutiny Officer <a href="mailto:AHolt@cardiff.gov.uk">AHolt@cardiff.gov.uk</a>

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**CYNGOR CAERDYDD  
CARDIFF COUNCIL**

**ECONOMY & CULTURE SCRUTINY COMMITTEE**

**19 SEPTEMBER 2019**

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**CARDIFF CAPITAL REGION CITY DEAL JOINT OVERVIEW & SCRUTINY  
COMMITTEE: UPDATE**

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**Background**

1. This report provides Members with details of the Cardiff Capital Region City Deal (CCRCD) Joint Overview & Scrutiny Committee (JOSC) meeting held on 24 June 2019.
2. At the Committee Meeting on 6 December 2018, Members requested sight of minutes of the meetings of the JOSC for the CCRCD. These have been provided as follows:
  - i. The draft minutes for the first JOSC meeting, held on 15 October 2018, were circulated to Members ahead of their 17 January 2019 committee meeting.
  - ii. A hyperlink to the draft minutes for the second JOSC meeting, held on 9 February 2019, was included in the Committee Business report to Committee on 9 April 2019.
  - iii. The draft minutes for the third JOSC meeting, held on 28 March 2019, are available at:  
<https://democratic.bridgend.gov.uk/ieListDocuments.aspx?CId=441&MId=3682&LLL=0>
3. At the JOSC meeting on 28 March 2019, Members requested the following:
  - i. Pre-meetings to be held, directly before the scheduled meeting, to enable JOSC Members to consider lines of enquiry;
  - ii. Executive Summaries to be included in all future reports;
  - iii. To revisit the Terms of Reference of the JOSC;
  - iv. That the Forward Work Plan of the JOSC include the following:

- a. Developing a Skilled Workforce
- b. Performance reports alongside Business Plans
- c. Investment & Intervention Framework
- d. Structure & Governance of Cardiff Capital Region City Deal.

## **JOSC - 24 June 2019**

4. The JOSC met on 24 June 2019 to consider the following:
  - i. Annual Business Plan 2019-20: Quarter 4 Performance Report
  - ii. Investment and Intervention Framework & Toolkit
  - iii. City Deal Office – restructure & resourcing plan
  - iv. Forward Work Plan – Training and schedule of meetings.
  
5. As requested, prior to the meeting the JOSC held a pre-meeting to discuss lines of enquiry. Members also received Executive Summaries as part of the meeting papers, as previously asked for. The reports to the JOSC focused on the items requested including the performance report being considered alongside the relevant business plan and a report on the Investment and Intervention Framework & Toolkit.
  
6. Following consideration of the items, the JOSC Members made the following comments, observations and recommendations:
  - i. **2018-19 Annual Business Plan - Q4 Performance Report –**
    - a. That the JOSC receive an update on the outstanding actions in the report when they receive the Q1 Performance report
    - b. Recommended that the CCRCDD Director feedback to Welsh Government the collective view from the Local Authorities of the decision not to go ahead with the M4 relief road at Newport so Welsh Government could take these into consideration in their future planning.
  - ii. **Investment and Intervention Framework Toolkit**
    - a. Noted the report and agreed that the item remain on the Forward Work Programme to allow them to revisit should they deem this necessary
  - iii. **Establishment of the CCRCDD Office – Restructure and Resourcing Plan**
    - a. Noted the report
  - iv. **Forward Work Programme, Training and Schedule of Meetings**
    - a. To be added to the Forward Work Programme:
      - Skills for the Future Report
      - JOSC Terms of Reference – The panel wish to revisit their terms of reference in a facilitated workshop to ensure they are relevant and

allow for sufficient scrutiny of the CCRCD. Members also recommended that they be reviewed annually.

- b. Whilst discussing the Forward Work Programme, Members of the JOSC recommended the following:
- that the support for the scrutiny function in Bridgend is reviewed in relation to direct support for the CCRCD JOSC
  - That sufficient funding is sought so that the JOSC are able to carry out investigation panels, hold special meetings, invite expert witnesses and undertake site visits as projects develop.
  - Cllr M Rahman wished to express his disappointment that there were no Cabinet members present at the meeting, recommended that every meeting should have at least one in attendance so they could be held to account by members.

7. The last meeting of the CCRCD Cabinet was held on 12 September and considered:

- i. Statement of Accounts
- ii. Month 4 Budget Monitoring Report
- iii. Valleys Regional Park Proposals
- iv. Regional Transport Authority report
- v. Supporting Local Sustainable Growth – Bridgend
- vi. ‘Strength in Places’ Fund – submission of Full Business Case for CS Connected.

8. The papers for the CCRC Cabinet on 12 September are available at:

<https://www.cardiffcapitalregion.wales/event/regional-cabinet-public-meeting/>

9. The next scheduled meeting of the JOSC is to be held on 23 September 2019, with agenda items expected to include:

- a. Skills Partnership – Developing a Skilled Workforce and Tackling Unemployment
- b. Quarter 1 Performance Report

10. In addition, work is underway to hold a facilitated workshop in October to revisit Terms of Reference and provide further training for JOSC members.

## **Way Forward**

11. During their meeting, Members will have the opportunity to note the update provided re the Joint Overview and Scrutiny Committee Cardiff Capital Region City Deal meeting held on 24 June 2019 and planned for 23 September 2019.

## **Legal Implications**

12. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

## **Financial Implications**

13. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with

recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

## **RECOMMENDATIONS**

The Committee is recommended to:

- I. Note the update provided on the Joint Overview and Scrutiny Committee for Cardiff Capital Region City Deal meetings on 24 June 2019 and 23 September 2019.

**Davina Fiore**

**Director - Governance and Legal Services**

**13 September 2019**

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**CYNGOR CAERDYDD  
CARDIFF COUNCIL****ECONOMY & CULTURE SCRUTINY COMMITTEE****19 September 2019**

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**CORRESPONDENCE REPORT**

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**Background**

1. Following most Committee meetings, the Chair writes a letter to the relevant Cabinet Member or officer, summing up the Committee's comments and recommendations regarding the issues considered.
2. At the Committee meeting on 4 July 2019, Members received a report detailing the correspondence sent and received up to that meeting. Correspondence was sent following that Committee meeting. The current position is set out below:
  - i. *Response Received* – from Councillor Bradbury to the Chair's letter regarding the Economic Development Delivery Plan, considered at Committee on 6 June 2019.
  - ii. *No Response Required* – from Councillor Bradbury to the Chair's letter regarding the Cabinet Response to the '*Events in Cardiff*' Inquiry report considered at Committee on 4 July 2019;
  - iii. *No Response Required* – from Councillor Goodway to the Chair's confidential letter regarding the latest stage in the Indoor Arena, considered at Committee on 4 July 2019.
3. Copies of the public Chair's letters and responses received can be found on the Council's website page for the relevant Committee meeting, with a hyperlink provided at the top of the page, entitled '*correspondence following the committee meeting*'.

## **Way Forward**

4. During their meeting, Members will have the opportunity to reflect on the correspondence update.

## **Legal Implications**

5. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

## **Financial Implications**

6. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct financial implications at this stage. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

## **RECOMMENDATIONS**

The Committee is recommended to reflect on the update on committee correspondence.

**Davina Fiore**

**Director - Governance and Legal Services**

**13 September 2019**

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