



County Hall  
Cardiff  
CF10 4UW  
Tel: (029) 2087 2000  
  
Neuadd y Sir  
Caerdydd  
CF10 4UW  
Ffôn: (029) 2087 2000

## AGENDA

|                                 |  |
|---------------------------------|--|
| <b>Committee</b>                | ECONOMY & CULTURE SCRUTINY COMMITTEE   |
| <b>Date and Time of Meeting</b> | TUESDAY, 13 OCTOBER 2020, 4.30 PM  |
| <b>Venue</b>                    | REMOTE MEETING   |
| <b>Membership</b>               | Councillor Howells (Chair)<br>Councillors Henshaw, Gordon, Gavin Hill-John, Lay, Parkhill, Robson, Sattar and Stubbs |

*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 5 - 8)**  
To approve as a correct record the minutes of the previous meeting.
- 4 Castle Street Closure (Pages 9 - 16)** 4.30 pm  
*For Members to scrutinise the impact of closure on businesses and economy and to look at the options process going forward.*  
*Appendix B – to follow.*
- 5 Playground Areas: Update (Pages 17 - 22)** 5.15 pm  
*For Members to explore the impact of Covid-19, the re-opening process and measures taking re s106 and capital programme refurbishment schemes.*
- 6 Work Programming (Pages 23 - 36)** 5.45 pm

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

- 7      **Correspondence** (*Pages 37 - 40*) 5.55 pm
- 8      **Urgent Items (if any)**
- 9      **Way Forward**
- 10     **Date of next meeting - 5th November 2020, 4.30pm**

**Davina Fiore**

**Director Governance & Legal Services**

Date: Wednesday, 7 October 2020

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

## **WEBCASTING**

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## ECONOMY &amp; CULTURE SCRUTINY COMMITTEE

14 SEPTEMBER 2020

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

## 1 : APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Lay and Stubbs.

## 2 : DECLARATIONS OF INTEREST

No declarations of interest were received.

## 3 : MINUTES

The minutes of the meeting held on 18 February and 12 March 2020 and 18 February 2020 were approved by the Committee as a correct record and were signed by the Chairperson.

## 4 : DISPOSAL OF LAND AT DUMBALLS ROAD

The Committee received a report regarding the disposal of 8.5 acres Council-owned land in Dumballs Road and the relocation of a local business. A report on this matter was due to be considered by the Cabinet on 17 September 2020.

Members were advised that the Dumballs Road site is approximately 40 acres of brownfield land south of the Central Railway Station which was allocated for housing-leg mixed use developments in the Local Development Plan. In December 2016 the Cabinet received a report setting out proposals from Vastint to regenerate the area and deliver up to 2,000 new homes, including a social housing element.

The December 2016 report highlighted the primary issues facing the regeneration of Dumballs Road – complicated site ownership and site abnormalities. The report sought permission for the Council to purchase 12.6 acres of the site and, working in partnership with Vastint, to develop a masterplan, Head of Terms and a Memorandum of Understanding. The report also sought permission to dispose of a Council building at Bessemer Close to provide a suitable relocation site for a business from Dumballs Road.

The Council has since worked with Vastint to develop a comprehensive approach to regenerating the area. In May 2019 the Cabinet approved recommendations for a new timeline and to give delegated authority to agree for the disposal of Council owned land to Vastint. The report stated that the capital receipt resulting for the disposal of land is to be used as part of the affordability envelope for the Indoor Arena approved as part of the 2019/20 budget. Cabinet agreed to purchase land at Dumballs Road using funds allocated in the Council's Capital Programme for the Cardiff Enterprise Zone.

Members were asked to consider a summary of a number of issues identified in the Cabinet Report, including:

- that the acquisition of land from Cardiff Council will enable a planning application to be submitted
- the Council has recouped its outlay to acquire the site
- notice has been served on those leasing land to obtain vacant possession prior to disposal
- the Council and Vastint have guaranteed a minimum of 12.5% affordable housing with the Council also having an option to purchase an additional 100 units

The Chairperson welcomed Councillor Russell Goodway, Cabinet Member for Investment and Development; Neil Hanratty, Director of Economic Development along with officers from the Directorate. After a brief statement from the Cabinet Member, the officers were invited to deliver a presentation on the proposals.

The Chairperson opened the debate and invited Members of the Committee to comment, raise questions or seek clarification on the information received.

- Members requested further information in relation to the developer, Vastint, and whether they had any experience in similar developments in other cities. Members were advised that Vastint are the UK development arm of the IKEA Group. They have been developing projects in Europe for the past 30 years. In the UK there are similar major schemes in London and Leeds. Both developments are of similar scale and are in urban settings. Vastint have a proven track record and unlike most developers they retain their assets long-term so they are interested in the quality of the build and their relationships with tenants.
- Members welcomed the agreement to provide 12.5% for social housing.
- Officers were asked how public consultation on such large scale building developments is undertaken. The Director stated that consultation would be a matter for colleagues in the Planning Department. The pre-planning consultation period would require a consultation period of 28 days. In addition, there would be consultation as part of the normal planning application process. Following a question regarding drop-in consultation events, officers offered to check with Planning colleagues regarding how consultation is being managed in line with Covid-19 requirements and to inform Committee of this.
- Members asked whether the business that is being asked to relocate are content with the new location being offered. The Director confirmed that the company would be relocating to two sites – Barry and Bessemer Close. They are very happy with the site location offered by the Council.

RESOLVED – That the public be excluded from the meeting at this point during consideration of this item as the Committee discussed exempt information of the description contained in paragraph 14 of Part 4 and paragraph 21 of Part 5 of Schedule 12A of the Local Government Act 1972. The public may be excluded from the meeting by resolution of the Committee pursuant to Section 100A(4) of the Local Government Act 1972 during discussion of this item.

RESOLVED – That the Chairperson write on behalf of the Committee to the Cabinet Member conveying their observations.

5 : DUMBALLS ROAD - USE OF COMPULSORY PURCHASE POWERS - TO FOLLOW

The Committee received a report providing an update on the work undertaken by Vastint to progress the land assembly at Dumballs Road. Members were advised that the report is seeking to issue notice that the Council may be prepared to use Compulsory Purchase Order powers to complete land assembly at Dumballs Road. If the Council was subsequently minded to exercise these powers then an additional detailed report seeking authority to do so would be required.

Officers confirmed that there were some small strips of land where it will be necessary to exercise these powers. The authority's development partner - Vastint – has indemnified the Council against all costs incurred.

RESOLVED – That the Chairperson write on behalf of the Committee to the Cabinet Member conveying their observations.

6 : ANNUAL REPORT

RESOLVED – That the Economy and Culture Scrutiny Committee Annual Report for 2019/20 be approved for submission to Council.

7 : CARDIFF CAPITAL REGION CITY DEAL SCRUTINY: UPDATE REPORT

RESOLVED - That the report be noted.

8 : WORK PROGRAMMING

RESOLVED – That the Chair meet with relevant Cabinet Members and Directors to discuss their priorities for the work programme and the Principal Scrutiny Officer arrange a remote work programming forum to enable Members to discuss and prioritise items for the remainder of the municipal year.

9 : URGENT ITEMS (IF ANY)

No urgent items were received.

10 : DATE OF NEXT MEETING - TBC

Date of next meeting to be confirmed.

The meeting terminated at 7.05 pm

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**CYNGOR CAERDYDD  
CARDIFF COUNCIL**

**ECONOMY & CULTURE SCRUTINY COMMITTEE**

**13 OCTOBER 2020**

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**CASTLE STREET CLOSURE: UPDATE**

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**Purpose of the Report**

1. To provide Members with information to inform their scrutiny of the Castle Street closure, its impact on businesses and the economy of Cardiff and the proposed approach to options generation and appraisal for the way forward.

**Scope of Scrutiny**

2. At their work programming forum meeting on 29 September 2020, Members decided to explore the closure of Castle Street looking in particular at:
  - a) The impact on business and the economy, including
    - i. Businesses taking part in the outdoor dining area;
    - ii. Businesses in arcades
    - iii. Other city centre businesses
    - iv. Other businesses in nearby locations, such as Pontcanna, Riverside and Grangetown;
    - v. Any other known impacts relevant to this Committee's terms of reference, such as visitors' feedback.
  - b) Options being considered for Castle Street and how these will be appraised and consulted on.

**Closure of Castle Street**

3. As part of the response to the Covid-19 pandemic, all non-essential businesses were closed in order to limit social contact and contain the spread of the virus. On 22 June 2020, non-essential businesses in Wales were permitted to re-open, with strict social distancing rules to ensure a safe environment for residents, workers, visitors and businesses.

4. In order to assist the city to recover from the pandemic, to ensure a safe environment and to help safeguard jobs and businesses in Cardiff, the Council has worked with partners on Cardiff Recovery arrangements. This includes modifications to some of the open space in the city centre to assist with social distancing requirements including directional walking systems, queuing systems and road closures on Castle Street and Mill Lane.
5. Castle Street was closed from 12 noon on Sunday 21 June 2020, utilising a Traffic Regulatory Order that lasts for eighteen months<sup>1</sup>. A letter explaining the reasons for the closure was sent by Andrew Gregory, Director of Planning, Transport and the Environment, to local businesses and residents and is attached at **Appendix A**; this contains a map illustrating the road closure and associated restrictions.
6. During late June and July 2020, the Council worked with FOR Cardiff<sup>2</sup> and Yoello<sup>3</sup> to develop the Castle Quarter Café directly on Castle Street. This is a covered outdoor seating area for 240 people - in front of one of Cardiff's most iconic landmarks, Cardiff Castle - which meets social distancing regulations. It is open from 10am – 10pm, and customers can order and pay for food and drink from a range of restaurants and cafés across the city. Customers use their smart phone to access an online platform or scan the QR code provided on the tables. The customer pays through the secure payment platform and the food and drink is delivered directly to their table. There are no advanced bookings and the maximum seating is for six, with tables of four also available, which can also be used by people on their own and couples.

### **Impact on Businesses and Economy**

7. Castle Quarter Café opened on Friday 31 July 2020 and was widely reported to have generated £80,000 for the local economy in the first weekend. The 'FOR Cardiff' website contains the following quotes from local businesses:

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<sup>1</sup> TRO information supplied to Environmental Scrutiny Committee at their meeting on 15 September 2020

<sup>2</sup> FOR Cardiff is the city centre Business Improvement District, a business-led, not for profit organisation aiming to improve Cardiff city centre.

<sup>3</sup> A Cardiff based FinTech company

- **Wok to Walk** – *‘It has been really good. We have received a constant stream of orders to go along our normal in-store trade. We are really happy with how it is all working.’*
  - **Dusty Knuckle** – *‘We have been taken aback by how popular it has been and it is fantastic what Cardiff Council, FOR Cardiff and Yoello have set up to support businesses such as ours. We have had to dramatically increase our stock to cope with demand as trade has been fantastic.’*
  - **Nata & Co** – *‘It receives a big thumbs up from us as we have been very busy.’*
  - **Marco Pierre White** – *‘we have been really pleased with the demand from the wonderful people of Cardiff. It has been a fantastic way of supporting the business and we are delighted to be part of it.’<sup>4</sup>*
8. Since opening, the number of businesses participating in the Café has increased, providing a wider choice for customers and helping to support local eateries that may have struggled to serve as many customers in their own venues, due to social distancing requirements.
9. Adrian Field, Executive Director of FOR Cardiff adds to this, saying:
- ‘We believe that this is a great opportunity for so many businesses to create additional covers for so many businesses who don’t have much space or resource to create their own digital solutions at this time... Hearing that so many of our members have already seen a positive difference to their bottom line is exactly why we wanted to bring this opportunity to them and we’re delighted that after such a short amount of time it has already made a difference.’<sup>5</sup>*
10. At the start of the road closure, some businesses in nearby locations, such as Castle Arcade and High Street Arcade, expressed concerns about how the road closure would operate, including how they would receive deliveries and how delivery/ takeaway services would be affected. Some businesses also stated that they were not notified, or consulted, by the Council prior to the announcement of the road closure.<sup>6</sup>

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<sup>4</sup> <https://www.forcardiff.com/successful-launch-of-the-castle-quarter-cafe/> downloaded 30-9-2020

<sup>5</sup> As above

<sup>6</sup> <https://www.walesonline.co.uk/news/wales-news/castle-street-cardiff-closed-traffic-18461366> downloaded 30 September 2020

11. The Council's responded stating that letters had been sent to residents and businesses in the city centre (*this is the letter attached at **Appendix A***) and that Council staff then visited businesses that had expressed concerns to work through issues and put arrangements in place to assist them. This included staffed delivery points either side of the Castle Street closure, to ensure that businesses are able to arrange deliveries during working hours.<sup>7</sup>
12. At the 15 September 2020 meeting of the Environmental Scrutiny Committee, Andrew Gregory, Director of Planning, Transport and Environment, informed Members that the work to date to ensure social distancing, pedestrian safety and an attractive environment has meant that footfall in Cardiff city centre is 15% higher than in other Core Cities<sup>8</sup> across the UK. This demonstrates that work to encourage people back into the city centre is proving effective, helping to protect businesses and retail whilst keeping people safe.
13. In preparation for this scrutiny, Scrutiny Services contacted FOR Cardiff to offer the opportunity for them to contribute up-to-date information on the impact for their members. FOR Cardiff are providing a narrative on this, which is at **Appendix B**, marked '*to follow*'.

### **Options Generation & Appraisal**

14. At the 15 September 2020 meeting of the Environmental Scrutiny Committee, Andrew Gregory, Director of Planning, Transport and Environment, informed Members that the existing Traffic Regulatory Order is temporary, valid for eighteen months. During this time, officers will be working with partners to generate and appraise options, resulting in due course in a report to Cabinet to recommend a permanent proposal. Any permanent proposal that involved changes to the road layout and usage would require significant consultation, as part of the statutory process.

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<sup>7</sup> As footnote 6

<sup>8</sup> Core Cities comprises: Belfast, Birmingham, Bristol, Cardiff, Glasgow, Leeds, Liverpool, Manchester, Newcastle, Nottingham, Sheffield

## **Way Forward**

15. Councillor Caro Wild (Cabinet Member – Strategic Planning & Transport), Councillor Russell Goodway (Cabinet Member – Investment & Development), Andrew Gregory (Director of Planning, Transport and Environment) and Neil Hanratty (Director of Economic Development), will attend, to give a presentation and to contribute to the discussion and respond to points raised.

## **Legal Implications**

16. 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**

17. 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:

- i) Consider the information in this report, its appendices and the discussion at the meeting; and
- ii) Decide the way forward for any future scrutiny of the issues discussed.

**DAVINA FIORE**

**Director of Governance & Legal Services**

**07 October 2020**



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County Hall  
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Tel: (029) 2087 2087  
[www.cardiff.gov.uk](http://www.cardiff.gov.uk)

June 2020

Dear Resident/Business Owner,

Following the announcement by the First Minister yesterday (June 19th), non-essential businesses will be able to open their doors to the public from Monday June 22nd onwards.

With social distancing requirements still in place, modifications to some of the open space in the city centre is required to ensure that businesses can trade, while ensuring the city centre remains a safe environment for both residents, workers, visitors and business.

To enable this, public space will need to be re-modelled and road closures put in place as part of a phased approach.

To begin with new directional walking systems will be introduced in the city centre and a number of staffed welcome points will be set up containing useful guidance and information.

The new one-way systems will be marked out with a series of arrows and lines on the floor of key city centre streets. They will encourage people to keep to the left, within a defined area, while walking. Queuing systems will be put in place to manage access to shops.

To allow the new system to be put in place, from 12 noon on Sunday, June 21st, the following roads will be closed in their entirety to private motor vehicles until further notice (shown in red on the map overleaf.)

- Castle Street
- Mill Lane

The roads shown in yellow on the map will be used for **buses and access only**. This means that all residents living on these roads will be able to access their property.

All residents that live close to any of the fully closed roads will need to navigate through the access-only routes to get to their property. On site staff will be able to assist when required.

The re-development of the city centre to assist the recovery from COVID-19 will be carried out in phases.

Information on these plans will be shared with local residents as it becomes available.

Our aim is to help the city recover from the pandemic, to ensure the safety of residents, visitors and workers, and to do everything we can to safeguard jobs and businesses in Cardiff. Recovery arrangements are being worked on at pace as guidance changes. We thank you for your patience and understanding and do hope you will bear with us as recovery plans are implemented. We will inform residents and businesses on any future changes as soon as we can. For more information please email [citycentrenorth@cardiff.gov.uk](mailto:citycentrenorth@cardiff.gov.uk)

Yours sincerely,

Andrew Gregory,  
Director for Planning, Transport and Environment  
Cardiff Council

#### GWEITHIO DROS GAERDYDD, GWEITHIO DROSOCH CHI

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu'n ddwyieithog. Byddwn yn cyfathrebu â chi yn ôl eich dewis, dim ond i chi roi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

#### WORKING FOR CARDIFF, WORKING FOR YOU

The Council welcomes correspondence in Welsh, English or bilingually. We will ensure that we communicate with you in the language of your choice, as long as you let us know which you prefer. Corresponding in Welsh will not lead to delay.





**CYNGOR CAERDYDD  
CARDIFF COUNCIL**

**ECONOMY & CULTURE SCRUTINY COMMITTEE**

**13 OCTOBER 2020**

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**PLAYGROUND AREAS: UPDATE**

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**Purpose of the Report**

1. To provide Members with information to inform their scrutiny of the refurbishment of playground areas in Cardiff.

**Scope of Scrutiny**

2. At their work programming forum meeting on 29 September 2020, Members agreed to prioritise a suggestion from Councillor Bradbury, Cabinet Member – Culture & Leisure, to scrutinise the Council's approach to refurbishing playground areas, including capital programme and Section 106 schemes. Members were particularly keen to explore the Health & Safety aspects of playground refurbishment.
3. Following discussions with service area officers, this scrutiny will enable Members to explore the impact of the Covid-19 pandemic on playground areas, the re-opening processes, including Health & Safety assessments, and measures proposed to implement the agreed capital programme and Section 106 schemes scheduled for 2020-21.

**Background**

4. The Council has over 100 playground areas with fixed equipment. These are subject to regular inspections, which are used to identify an annual programme of required refurbishments to ensure health and safety standards are met. The costs of refurbishment form part of the Council's Capital Programme, agreed as part of the budget setting process in February each year. In 2020-21, the capital programme for refurbishment of playground areas is:

| <b>Scheme</b>         | <b>2020-21</b> | <b>2019-20<br/>Slippage</b> | <b>Total Programme<br/>2020-21</b> | <b>Outturn</b>         |
|-----------------------|----------------|-----------------------------|------------------------------------|------------------------|
|                       | £000           | £000                        | £000                               |                        |
| <b>Play Equipment</b> | 290            | 243                         | <b>533</b>                         | <b>533<sup>1</sup></b> |

5. The programme for 2020-21 includes resurfacing and replacement of playground equipment at sites including:

- Lascelles Drive, Pontprennau
- Parc Caedelyn, Rhiwbina
- Glenmount Way, Thornhill
- Grange Gardens, Grangetown
- Drovers Way, Radyr
- Catherine Gardens, Rumney
- Victoria Park, Canton
- Peppermint Drive, Pontprennau.

6. In addition, as part of planning negotiations for new large-scale residential developments, additional playgrounds can be agreed via Section 106 planning agreements. These require developers to provide funding to meet the costs for new playground areas once a required level of occupancy is reached on the new development. The overall Section 106 programme for 2020-21 for Parks and Green Spaces is £1.6 million, and includes the following schemes:

- Adamsdown Open Space
- Cogan Gardens
- Llandaff Fields
- Shelley Gardens
- Kitchener Gardens
- Cemaes Crescent
- Llanishen Park.

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<sup>1</sup> Appendix 4 - Month 4 Budget Monitoring Report to Cabinet 17 September 2020

## **Impact of Covid-19 pandemic**

7. As part of the UK and Welsh Government's response to dealing with the Covid-19 pandemic, playground areas were closed for use on 23 March 2020. In July 2020, the Welsh Government announced playground areas could re-open, following a Covid-19 risk assessment and an inspection by a qualified playground inspector of the equipment and safety surfaces.
  
8. Cardiff Council followed a safety-first approach with a view to ensuring that children across the city had some play provision in their local area as quickly as possible, opening play areas on a phased basis throughout July, August and September 2020. To help maintain social distancing and minimise the risk of transmitting Covid-19, some changes were made to some play areas, such as:
  - removing some swing seats to ensure a 2 metre distance is maintained, and
  - installing new signage requesting families follow Covid-19 social distancing and hygiene advice, limit visits to 30 minutes during busy times and only have a maximum of one adult per child in the play area.
  
9. The health and safety inspections identified eight play areas that needed to remain closed after failing safety tests because sites deteriorated or were vandalised while closed. These sites are:
  - Anderson Fields (Adamsdown)
  - Cemetery Park (Adamsdown)
  - Mill Road Recreation Ground (Ely)
  - Grange Gardens (Grangetown)
  - College Road open space (Llandaff North)
  - Drovers Way (Radyr & Morganstown)
  - Parc Caedelyn (Rhiwbina)
  - Caerleon Park (Trowbridge)
  
10. Members will note that some of these sites are already included in the sites scheduled for refurbishment this year. The Month 4 Budget Monitoring report to

Cabinet on 17 September 2020<sup>2</sup> highlighted that capital programme schemes across the Council have been affected by the Covid-19 pandemic due to the initial lockdown, contractors needing to adapt to Covid-secure ways of working, issues sourcing materials and difficulties for some contractors in securing labour. The report stresses the importance of putting in place robust processes for the planning and delivery of schemes and the possible need for schemes to be reprioritised.

## **Way Forward**

11. Councillor Peter Bradbury (Cabinet Member – Culture & Leisure), Steve Morris (Operational Manager – Sport, Leisure and Development) and Rosie James (Principal Landscape Officer), will attend, to give a presentation and to contribute to the discussion and respond to points raised. The presentation will take Members through the impact of Covid-19 on playground areas, the re-opening process and the proposed programme of refurbishments, which were paused during the Covid-19 pandemic.

## **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

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<sup>2</sup> Available at: <https://cardiff.moderngov.co.uk/ieListDocuments.aspx?Cid=151&Mid=4209&LLL=0>

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.

### **RECOMMENDATION**

The Committee is recommended to:

- i) Consider the information in this report and the discussion at the meeting; and
- ii) Decide the way forward for any future scrutiny of the issues discussed.

**DAVINA FIORE**

**Director of Governance & Legal Services**

**07 October 2020**

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**CYNGOR CAERDYDD  
CARDIFF COUNCIL**

**ECONOMY & CULTURE SCRUTINY COMMITTEE**

**13 OCTOBER 2020**

**WORK PROGRAMME 2020-2021**

**Purpose of the Report**

1. To enable Members of the Committee to agree an approved Work Programme 2020/2021.

**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. During the Covid-19 lockdown, standing scrutiny committees were suspended, with Council agreeing to enable measured and proportionate scrutiny via a Covid-19 Scrutiny Panel, consisting of the Scrutiny Chairs. To ensure all previous scrutiny informed the internal challenge of the Panel, all scrutiny committee members were offered the opportunity to pass their comments and enquiries on to Panel Members on reports relevant to their scrutiny committee.
6. In July 2020, Full Council agreed to restart standing scrutiny committees, with a specific remit, within their area of responsibility, to:
  - i) Undertake pre-decision scrutiny of all Cabinet decisions, where appropriate and proportionate to do so;
  - ii) Scrutinise any issues which are time critical and/ or may have a significant adverse reputational impact on the Council; and
  - iii) Develop priorities for potential scrutiny consideration during 2020/21, in consultation with the relevant Cabinet Member/s and Director/s.
7. The report to Council also specified that, in the event of a second peak in Covid-19 cases and further lockdown measures, the Covid-19 Scrutiny Panel would again take on the scrutiny function, until such time as the standing scrutiny committees were able to be supported to resume their functions.
8. 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**

9. At their Committee Meeting on 14 September 2020, 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 based on the remit for the restart of Scrutiny Committees set out in the report to Council in July, which provides direction and boundaries to the committee's work programme.

10. Therefore, the schedule of items included the following:

- i) pre-decision scrutiny;
- ii) issues that are time critical, items that may have a significant adverse reputational impact on the Council; and
- iii) priorities identified following consultation with relevant Cabinet Members and Directors
- iv) items previously identified by Members as priority areas for scrutiny.

11. Ahead of the forum meeting, the Chair and Principal Scrutiny Officer liaised with relevant Cabinet Members and Directors to offer them the opportunity to identify priority areas. Information arising from these discussions was shared with Committee Members prior to the forum meeting. The Chair, Councillor Nigel Howells, met with Councillor Peter Bradbury, Cabinet Member – Culture & Leisure to discuss his priorities for scrutiny, within the Committee terms of reference.

## **Initial prioritisation of items**

12. Members considered the schedule of potential items at their work programming forum meeting on 29 September 2020. Committee Members discussed which of these suggestions to prioritise for inclusion in the draft work programme, considering factors such as:

- i) The fit with the parameters set out in the report to July Council for the restart of scrutiny;
- ii) The potential impact of scrutiny;
- iii) Importance to the citizens of Cardiff;
- iv) Importance for Cardiff Council;

- v) Whether the possible item would be dealt with in other arenas; and
- vi) The resources available from Scrutiny Services and the capacity of Members to undertake the scrutiny.

13. 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. Members also bore in mind the Governance report to Council in September 2020, advising that remote committee meetings aim to last 2.5 hours, with comfort breaks at an appropriate time.

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

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

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

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.

16. There are two items prioritised for scrutiny that do not yet appear on the calendar, which are: WAO Review of Leisure Services; and City Deal scrutiny. It is not yet clear when the WAO report will be complete and it is proposed that this be scheduled when it is available for scrutiny. With regard to City Deal scrutiny, this Committee needs to wait for the work programme of the Joint Overview and Scrutiny Committee to be agreed, in order to avoid duplication or overlap. It is proposed that a further report be brought to Committee on possible scope for City Deal scrutiny for discussion, amendment and approval.

### **Final prioritisation and rationalisation**

17. 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.

### **Way Forward**

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

## **Legal 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 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**

20. 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:

1. Agree to schedule the WAO Review of Leisure Services report when it is published;
2. Agree to receive a further scoping report on possible City Deal scrutiny, for discussion, amendment and approval; and
3. Consider the contents of **Appendix A and Appendix B** and agree any amendments required to these and to the draft work programme and thus approve a final work programme.

**DAVINA FIORE**

**Director of Governance & Legal Services**

**07 October 2020**

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## Economy & Culture Scrutiny Committee Work Programming Forum – 29-9-2020

### Decisions Taken

Present: Cllrs Howells, Gordon, Henshaw, Lay, Parkhill & Robson

#### Remit from Restart of Scrutiny Report to Council – July 2020

#### Pre- Decision Scrutiny

| Scheduled Report to Cabinet    | Provisional Timing |                                     |
|--------------------------------|--------------------|-------------------------------------|
| Arena Procurement <sup>1</sup> | October            | All agreed – schedule as available. |
| Leisure report                 | November           |                                     |
| Llanrumney Re- Development     | November           |                                     |
| City Recovery Strategy         | November/ December |                                     |
| Atlantic Wharf Masterplan      | December           |                                     |
| International Sports Village   | December           |                                     |
|                                | January            |                                     |
| Corporate Plan                 | February           |                                     |
| Budgetary Proposals            | February           |                                     |
|                                | March              |                                     |

#### Priority Items – Cabinet Members & Directors

| Cllr Bradbury   |  |
|---|--|
| Leisure – pre-decision scrutiny of report to Cabinet & wider scrutiny re dealing with impact of Covid-19 on leisure sector. | All agreed – schedule asap – see notes at end of this document for more information. |
| Youth Sports – recovery from impact of Covid-19   |  |
| Music Sector – what is needed to deal with impact of Covid-19 on Music sector   |  |
| Parks Playing Areas s106 & other refurbishment – progress update  |  |
| Cllr Goodway/ Cllr Thomas/ Cllr Thorne/ Cllr Merry  |  |
| None received   |  |

#### Time-Critical/ reputational

| Impact of Covid-19  |  |
|---|--|
| <ul style="list-style-type: none"> <li>Restart of Frontline Services</li> </ul>   | Agreed – start with priority areas identified by Cllr Bradbury as well as: <ul style="list-style-type: none"> <li>- Libraries &amp; Hubs and</li> <li>- Into Work/ Employment Services.</li> </ul> |
| <ul style="list-style-type: none"> <li>Support to Cardiff Economy<sup>2</sup></li> <li>Green Recovery/ Build Back Better</li> </ul> | Agreed – bear in mind when scrutinising ‘Cardiff Recovery Strategy’ and other Economic Development/ Regeneration reports   |

<sup>1</sup> See notes later in document

<sup>2</sup> Economic Task Force/ Business Support. Economic Recovery Plan referenced in response letter to C-19 scrutiny panel letter – June 2020

|  |  |
|--|--|
| • Dr Williams' report – role of cities post covid-19 <sup>3</sup>                    | Request report for Committee   |
| • Economic Development Directorate Changes – refocusing work/ resources <sup>4</sup> | Schedule update  |
| <b>Previously Prioritised Items</b>  |  |
| Cardiff Bus Station/ Interchange   | Agreed – liaise with TfW   |
| Metro Central (Central Station)  | Agreed – schedule for update   |
| City Deal  | Agreed - when JOSC work programme agreed, scope possible areas (avoiding overlap with JOSC) and bring to Committee for agreement   |
| WAO Review of Leisure Services   | Agreed – schedule when available   |
| <b>Issues raised by Members at forum meeting</b>                                     |  |
| Castle Street  | Schedule for October.<br>Members wish to receive Impact Assessment on businesses and economy resulting from closure of Castle Street.<br><br>Members wish to look at options being considered for Castle Street and how these will be appraised and consultation proposed. |
| Blackweir Bridge   | Request an update on future of bridge.   |

#### **Other Committee Items previously prioritised (including in Annual Report)**

|  |   |
|--|---|
| <b>Cllr Goodway</b>                              |   |
| Indoor Arena                                     | Members decided to expand pre-decision scrutiny item at October cttee meeting to include impact of Covid-19 on these types of facilities and therefore impact on this project.                          |
| Coal Exchange                                    | Not prioritised for scrutiny unless circumstances alter and pre-decision scrutiny, time-critical/ reputational scrutiny required or advised by Cabinet Member or Director that a priority for scrutiny. |
| Cardiff East Industrial Strategy                 |   |
| Heritage Buildings                               |   |
| Innovation & Workshops Inquiry – progress report |   |
| James Street regeneration                        |   |
| Callaghan Square redevelopment                   |   |
| Chapter Arts Centre                              | Request an Update   |
| Canal Quarter (Guildford Crescent)               | Request an Update   |
| <b>Cllr Bradbury</b>                             |   |
| Norwegian Church                                 | Cllr Bradbury advised will bring for pre-decision scrutiny but currently on hold due to Covid-19  |
| New Theatre                                      | Not prioritised for scrutiny unless circumstances alter and pre-decision scrutiny, time-critical/ reputational scrutiny required or advised by  |
| Music Strategy                                   |   |
| Events Strategy                                  |   |
| Allotments                                       |   |

<sup>3</sup> Leader's Statement – June Council

<sup>4</sup> Referenced in Covid-19 Scrutiny Panel meetings

|                                   |  |
|-----------------------------------|--|
| Cardiff Harbour Authority         | Cabinet Member or Director that a priority for scrutiny.               |
| Culture Short Scrutiny - Response | Not prioritised – not a priority, given how landscape changing rapidly |

- **Tourism in Cardiff Inquiry** – keep on hold, in light of Covid-19 impact and need for UK and Welsh Government's to take the lead in addressing issues, and for the landscape to stabilise prior to the Council being able to take action.
- **Budget Monitoring** – PSO to email synopsis, highlighting key points, to Committee Members, who can then identify if they wish any item brought to Committee for scrutiny.
- **Performance Monitoring** - PSO to email synopsis, highlighting key points, to Committee Members, who can then identify if they wish any item brought to Committee for scrutiny.

| Cllr Bradbury Suggestions  |   |
|--|---|
| Leisure – report to Cabinet and wider scrutiny of impact of C-19 on leisure sector and response to this. | Report due to be taken to Cabinet in November, covering reasons for decisions taken during lockdown re Leisure, as well as seeking decision on way forward for leisure contracts.<br><br>As well as pre-decision scrutiny of report to Cabinet, it would be useful if scrutiny could look at what is happening elsewhere re leisure sector, post- covid 19. |
| Youth Sports   | Scrutiny to look at how to recover from impact of Covid-19 on youth sports, including different approaches taken by different governing bodies (WRU, FAW etc.) as well as when Cardiff Sport activities can recommence, with Cardiff Met Uni.   |
| Music Sector - Impact of Covid-19  | Speak to music sector, for example Music Board, to find out how they are coping with impact of Covid-19 and what assistance they need to recover.   |
| Parks Playing Areas refurbishment  | Look at how work on s106 and other parks playing areas refurbishments are progressing and what the impact of Covid-19 has been on these.<br><br>At work programming forum, Members added the need to ensure that this item also covered the safety of play areas.   |

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Economy and Culture Scrutiny Committee - Work Programme 2020/2021 DRAFT

| COMMITTEE MEETINGS                               | 13-Oct-20  | 5-Nov -20   | 3-Dec- 20                                  | 14-Jan- 21                    | 15-Feb-21                 | 11-March-21                               |
|--|--|---|--|-------------------------------|---------------------------|---|
| Pre-Decision/ Policy Development / Review        | Playing Area Refurbishment                                       | Llanrumney Regen                                  | Atlantic Wharf Masterplan                  | Into Work Employment Services | Budget Proposals          | Ec Dev Directorate Support for businesses |
|  | Castle Street  | Leisure   | City Recovery Strategy                     | Libraries & Hubs              | Corporate Plan            | Cardiff Metro                             |
|  |  | Leisure - impact of C-19 & response               | Music Sector - impact of C-19 and response | Cardiff Bus Interchange       |                           |   |
|  |  | Youth Sport - impact of C-19 and recovery process |  | ISV Cardiff Bay Regeneration  |                           |   |
|  |  | Indoor Arena Procurement (& viability re c-19)    |  |                               |                           |   |
| Committee Business items                         | Work Programme   | CCRCD Update (Oct)                                | Work Programme                             | CCRCD Update (Dec)            |                           | Annual Report                             |
|  | Correspondence   | Correspondence                                    | Correspondence                             | Correspondence                | Correspondence            | Correspondence                            |
| OUTSIDE COMMITTEE MEETINGS                       | Oct  | Nov   | Dec  | Jan                           | Feb                       | March                                     |
| Committee Improvement Inquiries                  | On hold  |   |  |                               |                           |   |
| Briefings/ information reports outside Committee | Updates on: Blackweir Bridge; Chapter Arts Centre; Canal Quarter |   |  | Welsh Library Standards       |                           |   |
|  | Q1 Performance   |   | Q2 Performance monitoring                  |                               | Q3 Performance            |   |
|  | Month 4 budget monitoring  |   | Month 6 budget monitoring                  |                               | Month 9 budget monitoring |   |

monitoring

policy development/ review

pre-decision

Items to be scheduled

City Deal Scrutiny

WAO Review of Leisure Services

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**CYNGOR CAERDYDD  
CARDIFF COUNCIL****ECONOMY & CULTURE SCRUTINY COMMITTEE****13 OCTOBER 2020**

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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 12 March 2020, Members received a report detailing the correspondence sent and received up to that meeting. Correspondence was sent following that meeting and the Committee meeting on 14 September 2020 and the current position is set out below:
  - i. *Confidential Response Required* – from Councillor Goodway to the Chair's Confidential Letter regarding Land at James Street and Callaghan Square, considered at Committee on 12 March 2020;
  - ii. *Confidential Response Received* – from Councillor Goodway to the Chair's Confidential Letter regarding Dumballs Road regeneration, considered at Committee on 14 September 2020.
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*'. Copies of confidential letters have been shared with Committee Members, on a confidential basis.

**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.

## **RECOMMENDATION**

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

**Davina Fiore**

**Director - Governance and Legal Services**

**07 October 2020**

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