



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

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

## AGENDA

<b>Committee</b>	ENVIRONMENTAL SCRUTINY COMMITTEE
<b>Date and Time of Meeting</b>	TUESDAY, 11 MAY 2021, 4.30 PM
<b>Venue</b>	REMOTE VIA MS TEAMS
<b>Membership</b>	Councillor Patel (Chair) Councillors Derbyshire, Owen Jones, Lancaster, Jackie Parry, Parkhill, Owen, Sandrey and Wong

*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 - 16)**

To approve as a correct record the minutes of the meetings held on 26 February and 2 March 2021.

**4 One Planet Cardiff - A Response to the Climate Emergency**

4.35 pm

Short-term actions and progress report.

**5 Committee Business (Pages 17 - 22)**

5.35 pm

Scrutiny Impact Assessment Model: Overview & Update

For Members to receive a verbal overview and update of the briefing note contained in the papers regarding the Police & Review Performance Scrutiny Committee recent Task & Finish inquiry which evaluated the impact of the scrutiny function on the delivery of Council services. For Members to also receive a verbal update on this year's Scrutiny Annual Report

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

- |          |                              |         |
|----------|------------------------------|---------|
| <b>6</b> | <b>Urgent Items (if any)</b> | 5.45 pm |
| <b>7</b> | <b>Way Forward</b>           | 5.50 pm |
| <b>8</b> | <b>Date of next meeting</b>  |         |

Tuesday 1 June 2021 at 4:30pm. This will be a remote meeting and held within Microsoft Teams.

**Davina Fiore**

**Director Governance & Legal Services**

Date: Wednesday, 5 May 2021

Contact: Graham Porter, 02920 873401, g.porter@cardiff.gov.uk

## **WEBCASTING**

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ENVIRONMENTAL SCRUTINY COMMITTEE

2 MARCH 2021

Present: Councillor Patel(Chairperson)  
Councillors Derbyshire, Owen Jones, Lancaster, Jackie Parry,  
Owen, Sandrey and Wong

9 : APOLOGIES FOR ABSENCE

Apologies were received from Councillor Parkhill

10 : DECLARATIONS OF INTEREST

None received.

11 : CABINET RESPONSE - ENVIRONMENTAL SCRUTINY COMMITTEE  
REPORT TITLED 'MANAGING BIODIVERSITY & NATURAL  
ENVIRONMENT IN CARDIFF'

Members were advised that this was an opportunity to consider the Cabinet response to the Environmental Scrutiny Committee report titled 'Managing Biodiversity & Natural Environment in Cardiff'.

The Chairperson welcomed Councillor Michael Cabinet Member for Clean Streets, Recycling and Environment and officers from the Planning, Transport & Environment Directorate to the meeting. (Andrew Gregory, Director of Planning, Transport and Environment, Jon Maidment, Simon Gilbert, Nicola Hutchinson).

The Cabinet Member wished Richard Bowen all the very best for the future as he would be leaving his post imminently.

The Director of Planning, Transport and Environment made a statement in which he said that from the Service Area's perspective, this was a crucial agenda, they have answered the response in a detailed way to get the right balance. This would be picked up further in One Planet Cardiff, embedded corporately, and aligned to get the best value for the City.

The Chairperson invited questions and comments from Members;

Members discussed the £400k in the budget and asked if this would make any differences to the recommendations that were partially accepted due to finances and resources. Members were advised that the funding for One Planet Cardiff and was in the early stages; it was for posts relating to One Planet Cardiff and the EV rollout; there was lots of work ongoing supporting the biodiversity agenda such as Clean Air Strategy, there was also some Capital work too. In relation to Parks, Officers advised that the funding had been beneficial, and they have also put bids into the Woodland Trust and ENRAW which could increase the tree canopy from 19% to 23% in the City. There was also budget for Policy Growth for the Parks Service for 4FTE's (3 plus 1 trainee) which all helps the agenda.

Members were still concerned about resources and pressures and considered more people in posts were needed to be able to deliver Carbon Neutral by 2030. Officers agreed to keep Members informed if any work comes in that requires a biodiversity Officer, those conversations would then take place.

Members asked why the recommendation referencing Volunteers was only partially accepted. Members were advised that the service area works with volunteers very regularly and they do an amazing job for the City. It was noted that there would be limitations on the amount of support that could be offered to volunteer groups with limited staff but officers will try and harness the interest of these groups as best they can going forward.

Members referred to Planning Policy Wales 11 and asked how they strengthen the recommendations. Officers advised that these had very recently come into force, as had the Equality Impact National Development Plan for Wales; colleagues were preparing a comprehensive briefing note to share with all Members on the changes. The changes were mainly transition with emphasis on place making and a commitment to promoting biodiversity in the planning process. Cardiff Council's policy framework was consistent with this approach and the service area will continue to embed biodiversity in its policy framework.

Members asked what efforts had been made to feed the recommendations on biodiversity into the consultation process. Officers advised that the Council is a consultee and has engaged with Welsh Government colleagues and the responses are aligned with Cardiff Council's comments generally. Discussions are ongoing with Welsh Government on how it all drives forward but all comments will be considered.

Members asked about remediation works on the River Rhydney and Officers agreed to find out and let Members know outside of the Committee meeting.

Members discussed recommendation 18a and the creation of accessible new habitats. Members asked that local Members are consulted before areas are considered for 'wilding, no cutting and planting more wild flowers' especially when they are in close proximity to people's homes. Officers explained that they do consult but they can always do more. Officers explained the process of scoping areas for consideration and how they would be managed; sites will be surveyed and monitored.

Members noted that biodiversity was not considered part of the Climate Emergency and asked how the two could be differentiated. Members were advised that it was a holistic picture and approach; all agree on the critical nature of the issues and the importance of finding an effective way to address them. Officers considered they do not need to split strategies, they need to embed the right strategy; most of this will be picked up in One Planet Cardiff but if Members have any specific concerns they can contact Officers who will work through them.

Members referred to recommendation 8b, enhancing the environmental goals of the LDP and were surprised by the response to this. Officers agreed that the response was bit generic, but explained that the vision and energy for the new LDP fully picks up the Biodiversity agenda and it was important to recognise that not all actions required stem back to the LDP and to look at the whole policy context with partners.

Members referred to recommendation 8c, PPW11 and asked if it gives enough detail to allay Committee's concerns with regard to PPW10. Officers explained it is a National document and is not meant to address specific community concerns, that would be for development plans to address. It is a strategic document looking at active travel, place making, local services for local people etc.

Members asked if the Cardiff Local Nature Partnership was up and running. Officers explained it was, Cllr Derbyshire was Chair. It had been a difficult year last year and meetings had been held virtually. Plans were in place for the coming year and the steering group would be more focussed on specific projects. It is a grant funded project so it does have an end date.

Members asked how the Scrutiny Committee could contribute to the LDP. Officers explained there were a number of stages, many of which require Cabinet/Council approval. Officers suggested a similar approach to the previous LDP, seeking early engagement with Scrutiny Chairs to determine the best fit for scrutiny engagement.

RESOLVED – That the Chairperson writes to the Cabinet Member on behalf of the Committee to convey any comments, observations and recommendations made during the way forward.

12 : SUSTAINABLE DRAINAGE APPROVAL BODY (SAB) - ADOPTION & FUTURE MAINTENANCE OF SUSTAINABLE DRAINAGE (SUDS) FEATURES

It was noted that this item was originally included on the agenda at the point of publication, however, since then it has been decided that more work is required on the report before it is presented at Cabinet. This means that the item will no longer be scrutinised at this meeting, but may be available at a future scrutiny meeting.

13 : CONTRACT & LEASE FOR GREEN ELECTRICITY GENERATION FROM LANDFILL GAS & LANDFILL GAS MANAGEMENT AT LAMBY WAY

The Principal Scrutiny Officer provided Members with a briefing note on the Cabinet report that relates to 'Contract & lease for Green Electricity Generation from Landfill Gas & Landfill Gas Management at Lamby Way'. Members were asked to note the content of the report and suggest any future actions relating to the item.

Members noted the recommendation to go with the existing provider due to the lack of ROC credit.

Members found it frustrating that the ROC cannot be transferred, meaning hands were tied in relation to renegotiating the contract.

Members noted that the agreement ends in 2028, the Government Incentive ends on 2028 so it would be appropriate to look at best options available after that date.

#### 14 : REPLACEMENT OF THE RECYCLING & REFUSE COLLECTION FLEET

The Principal Scrutiny Officer provided Members with a briefing note on the Cabinet report that relates to 'Replacement of the Recycling & Refuse Collection Fleet'. Members were asked to note the content of the report and suggest any future actions relating to the item.

Members asked about timescales and were advised that it would be a two year phased approach.

Members were advised that previously a whole fleet had been bought in one go and this meant that they all aged at the same time, so a phased approach offered more flexibility with the development of Electric Vehicles and new technology opportunities that were being developed by a whole host of organisations.

#### 15 : ENVIRONMENTAL SCRUTINY COMMITTEE - WORK PROGRAMME PLANNING

It was noted that the next Scrutiny Committee was scheduled for 11 May 2021.

Members discussed various topics of interest including Shared Regulatory Services – Covid Response; Waste Management – Glass and new collection system; PPW11- department's response and implications for the LDP; Task and Finish on contribution to LDP and LDP Best Practice.

It was noted that any further suggestions should be sent to Gary Jones – Head of Democratic Services as Richard Bowen will be leaving his post imminently.

#### 16 : URGENT ITEMS (IF ANY)

None received.

The Chairperson wished to thank Richard Bowen for all his support and hard work over the years and wished him all the very best for the future on behalf of himself and the Committee Members.

#### 17 : DATE OF NEXT MEETING - 11 MAY 2021

The meeting terminated at 6.00 pm



## ENVIRONMENTAL SCRUTINY COMMITTEE

23 FEBRUARY 2021

Present: Councillor Patel(Chairperson)  
Councillors Derbyshire, Owen Jones, Lancaster, Jackie Parry,  
Parkhill, Owen, Sandrey and Wong

### 1 : APOLOGIES FOR ABSENCE

No apologies for absence were received.

### 2 : DECLARATIONS OF INTEREST

The following declarations were made in accordance with the Members Code of Conduct:

Councillor Owen Jones	Item 4	Personal	Non-Executive Director of Cardiff Bus
Councillor Sandrey	Item 4	Personal	Non-Executive Director of Cardiff Buss

### 3 : MINUTES

The minutes of the meeting held on 5 January 2021 were approved by the Committee as a correct record.

### 4 : DRAFT BUDGET PROPOSALS 2021-22 - CORPORATE OVERVIEW

The Committee received a report providing context for the scrutiny of those sections of the Council's Draft Corporate Plan 2021 to 2024 and the Draft Cabinet 2021/22 budget consultation insofar as they relate to those functions under the remit of the Environmental Scrutiny Committee.

Members were advised that in July 2017 the Cabinet set out a policy programme and associated delivery commitments entitled 'Capital Ambition'. This established the Cabinet's key priorities for the municipal term and outlined a programme to continue to drive the city economy forward, whilst ensuring the benefits of success are felt by all residents. Capital Ambition was refreshed in February 2021 to reflect the continuing commitments for the administration.

The four main areas forming the basis of the Corporate Plan 2021-24 are:

- Working for Cardiff – Cardiff is a great place to grow up, grow older, supporting people out of poverty, safe, confident and empowered communities.
- Working for Wales – A Capital City that works for Wales

- Working for the Future – Cardiff’s population growth is managed in a resilient way
- Working for Public Services – Modernising and integrating our public services.

The Corporate Plan and the Well-being Plan are key documents in delivering Capital Ambition, as they translate the administration’s priorities into deliverable organisational objectives. The Well-being of Future Generations Act places a statutory duty on Public Bodies to publish well-being objectives. The Corporate Plan also sets out the Performance Measures and targets that will enable the Council, and its scrutiny committees, to monitor delivery.

The report provided a summary of the authority’s financial position, a summary of the impact of the ongoing Covid-19 pandemic that continues to have a significant financial impact and an update on Brexit.

The Chairperson welcomed Councillor Chris Weaver, Cabinet Member for Finance; Chris Lee, Corporate Director Resources and Ian Allwood, Head of Finance to the meeting. The officers were invited to deliver a presentation. The Chairperson invited the Committee to comment, seek clarification or raise questions on the information received. Those discussions are summarised as follows:

- Members noted the financial support received from Welsh Government during the Covid-19 pandemic. Members asked whether the Welsh Government had given any indication that there would be financial support in the longer term to deal with the aftermath of the pandemic. The Head of Finance stated that some consequential funding has been set aside by Welsh Government for specific purposes and further announcements were anticipated in terms of the additional pressures faced.
- Members sought confirmation of the projected return on the £374 million allocated to invest to save schemes. Members were advised that the amount of investment made on any invest to save scheme will be recouped over a number of years. The timeframe will vary depending on the specific scheme. The Head of Finance agreed to provide more detail upon request.
- Officers were asked to explain how the 1% efficiency saving in schools would be achieved. The Head of Finance stated that the 1% saving was not targeted at specific areas of school funding. Members were asked to note that despite the 1% efficiency saving there was still a net growth in school budgets of approximately £6.5 million.
- Members noted the additional resources provided to support the One Planet Cardiff Strategy. Members asked whether One Planet Cardiff prioritisation was made with a view to the public consultation. The Cabinet Member for Finance indicated that the prioritisation was not a reflection of the budget consultation. The authority must ensure that the One Planet Cardiff policy is not ‘stand-alone’ in terms of the Council’s. There are elements to the strategy that will require some specific resource and some key posts have been identified by the service area. The One Planet Strategy ultimately aims to set out the vision to decarbonise the authority and the city as a whole and that will require every directorate to take the

strategy into consideration.

- Members were surprised that climate change was rated 5<sup>th</sup> priority in the budget consultation. The Cabinet Member was asked whether a public awareness campaign on the importance of climate change was merited. The Cabinet Member accepted that climate change may not have been prioritised as highly as might be expected. The consultation demonstrated that people clearly considered that the economy, supporting young people and making people feel safe were higher priorities this year. The budget consultation exercise was also considered in line with a range of other consultations undertaken.
- Members asked whether consideration been given to looking at alternatives to subsidising underused bus routes, such as demand responsive transport, and whether demand for buses routes post pandemic has been factored in. The Cabinet Member stated that financial support for subsidised bus routes had been budgeted for a 2-year period to allow for Welsh Government to reregulating the industry. That reregulation did not materialise and the Cabinet decided it was right to continue to provide the subsidy in order to avoid disruption for people relying on the services. The Cabinet Member considered that public transport would be vital in future years, although it was accepted that this particular model of funding may be discontinued.
- The Committee asked whether funds received from Welsh Government during the pandemic were ring-fenced. The Head of Finance stated that the hardship funding was ring-fenced to additional expenditure or lost income as a result of the coronavirus pandemic.
- The Cabinet Member accepted that the later announcement of the budget settlement this year there was less opportunity for Scrutiny Committees to be involved in the budget setting process. However, Scrutiny Members involvement is always welcomed and it was hoped for much more significant involvement in the future.
- Members asked whether the authority is taking advantage of low interest rates by refinancing borrowing and whether there were any risks in doing that. The Cabinet Member stated that some savings have been achieved by repaying capital early. However, this was not being replaced by other borrowing. The borrowing proposed is being made to invest in the City's future by providing housing, transport infrastructure, school and economic redevelopment. A number of these projects are on an invest to save basis. The Head of Finance stated that the majority of savings relate to paying off invest to save schemes ahead of schedule. The Corporate Director Resources stated that debt rescheduling is a budget management tool but the opportunities to undertake debt rescheduling have reduced because the authority is tied into lower rates of borrowing.

RESOLVED – That the Chairperson writes to the Cabinet Member on behalf of the Committee to convey any comments, observations and recommendations made during the way forward.

5 : DRAFT CORPORATE PLAN 2021-2024 AND DRAFT BUDGET PROPOSALS 2021-2022

## *Planning, Transport and Environment*

The Chairperson welcomed Councillor Caro Wild, Cabinet Member for Strategic Planning and Transport and officers from the Planning, Transport and Environment directorate.

Following a brief statement by the Cabinet Member, the Committee were invited to comment, seek clarification or raise questions on the information received. Those discussions are summarised as follows:

- Members sought clarification on how and where 'low traffic neighbourhoods' would be implemented. The Cabinet Member stated that public interest in low traffic neighbourhoods has been consistently expressed and the authority is considering introducing some pilot schemes. Cardiff Council will engage with communities before implementing such schemes.
- A Member asked whether funding allocated to footways would be put towards new footway or upgrading existing footways. The Assistant Director Planning Transport and Environment stated that as a result of the coronavirus pandemic the authority has suspended works on footway renewal projects. The funding has been carried forward. New footway schemes are funding by Welsh Government. The funding is being targeted towards the removal of concrete slabs and replacement by asphalt as concrete slabs can cause problems for people with mobility issues. Local members will be advised where these works at to take place. A general degradation of the footways in the city was noted. Members asked officers to also note the problems cause by tree roots.
- Members noted that delay in the Lamby Way Solar Farm project. Members asked for an update on the position. The Assistant Director Planning, Transport and Environment advised that the private wire connection to the adjacent waste water facility is a construction issue and there are significant cost implications. Negotiations with the contractor on how best to achieve the required connections and also keep costs to a minimum are ongoing. The electricity being generated is currently be supplied to the national grid. The private wire connection will improve the project's profitability.
- The Committee asked for further details on where slippage has occurred in the capital programme. The Director of Strategy Planning, Transport and Environment stated that there has been slippage on highways works and improvement works in an around the City Centre during to difficulties getting staff and contractors on-site as a result of the coronavirus pandemic. As much as possible has been reintegrated into the programme of works for the coming year. The Head of Finance indicated that the Month 9 budget monitoring report sets out details of the slippage across capital schemes and how that has occurred. There is also slippage related to grant funding being received from Welsh Government late in the financial year.
- Members asked whether there has been an in-depth assessment of potential efficiencies. The Director stated that the directorate has undertaken efficiency savings for a number of years and it was difficult to find new efficiency savings.

However, the directorate is always looking at opportunities to generate more income and work more efficiently.

- Officers confirmed that that the directorate does work in partnership with South Wales Police with regard to problem parking on pavements. The directorate is also seeking to identify areas where pavement slabs are continuity in need of replacements due to persistent parking on pavements.
- Members asked officers to provide further detail on the strategy for 'intelligent transport systems' as set out in the Corporate Plan. The Director stated that the strategy is a corporate wide initiative that brings together a number of different elements from across directorates. The intention is to map out what an intelligent transport network would look like, particularly network management and active travel. The intention is to have a strategy in place by the end of 2021.
- Members noted that a number of projects were being undertaken during the year. Officers were asked whether there was capacity within the directorate to deliver the wide number of projects being undertaken. The Director stated the the directorate is focussed on delivering £52 million of capital spend on a number of schemes and the directorate was mindful of the resources required to delivery those schemes. This has been recognised corporately also and support has been provided accordingly.
- Members asked what quantity and type of electric vehicles were the directorate looking to purchase over the next 12 months. Officers advised that the Corporate Plan included a target of 90, mainly smaller vehicles. Options for larger vehicles were also being considered as part of a wider strategy, including an 'electric first' principle. Additional funding has also be secured to provide electric charging infrastructure at the CTS depot and other facilities.
- Members noted that additional funding for One Planet Cardiff was allocated to the Strategic Planning, Transport and Environment but the One Planet Cardiff strategy was a corporate initiative. Members asked for a breakdown of how that funding would be used. The Director stated that One Planet Cardiff has 20 key projects, mostly shared or led by other directorates. The funding relates to project lead officers on the Food Strategy and the One Planet Strategy and White Paper. There was also a permanent One Planet Co-ordinator post and additional funding for cross-directorate project working.
- Officers provided an update on the directorate involvement with the Churchill Way scheme.
- Officers agreed to provide Members with a written response on a questions in relation to the blue badge scheme and the uplift of the infrequent users parking permit scheme.

RESOLVED – That the Chairperson writes to the Cabinet Member on behalf of the Committee to convey any comments, observations and recommendations made during the way forward.

*Clean Street, Recycling and Environment*

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

The Chairperson welcome Councillor Michael Michael, Cabinet Member for Clean Streets, Recycling and Environment and officers from the directorate.

Following a statement from the Cabinet Member, the Committee were invited to comment, seek clarification or raise questions on the information received. Those discussions are summarised as follows:

- Responding to a question from the Committee, the Cabinet Member stated that work was ongoing in preparing the Food Strategy. The Director advised that the Food Strategy would include two key themes: food growing and schools.
- The Cabinet Member confirmed that the Council are considering options for a replacement Cardiff Dogs Home.
- Members noted the role played by Shared Regulatory Services during the pandemic. Members asked whether SRS would be able to maintain their usual levels of service or whether they would be receiving additional support. The Assistant Director stated that SRS have diverted a number of officers into Covid-19 enforcement and regulation. Those officers have been redeployed from areas where there has been a reduction in workload, such as food hygiene inspections. It was anticipated that there will be a considerable backlog of core programme of work when businesses reopen. Officers confirmed that if Welsh Government were to introduce longer-term covid-related regulations, such as in shops and restaurants, then there was an expectation that Welsh Government would fund that additional workload accordingly.
- Members noted that £3.2 million had been allocated to the provision of a new Household Waste Recycling Centre in the north of Cardiff. Members asked what progress has been made towards finding a suitable site. The Assistant Director stated that a number of sites have been considered but none have been taken forward. Strategic Estates are currently reviewing potential sites.
- Member noted that the maximum amount charged for dog rehoming has increased to £500. Members asked what was the rationale for this increase. The Cabinet Member stated that he was proud of the record Cardiff Dogs Home has in rehoming dogs. The £500 figure was not charged for every dog and it was comparatively low when compared to dog rehoming charities. The Director stated that the figure charged varied depending on the age and the breed of the dog.
- Members asked what could residents expect to see for the funding allocated towards the bin sensors pilot and deep cleansing. The Assistant Director advised that bin sensors would be installed in bins in the larger 1100 litre bins that are provided in blocks or flats in order to provide data on how they are being used. Sensors have been used in public bins for some time and this has allowed increase efficiencies in the service, as the bins are monitored and are only emptied when they get to around 75% full. The resources for deep cleansing will be used not only to pick up litter but also to remove overgrowth and weeds and other detritus in a specified area in order to improve its appearance. The majority of the additional resource would go towards staff costs.

- Members sought assurances that resident who were bereaved due to covid-19 would not be adversely affected by an increase in bereavement charges next year. The Cabinet Member stated that funeral fees in Cardiff are extremely competitive and compare well to other core cities. The Director advised that the increase was the last in a three-year set of price increases. The bereavement service is an award-winning service and customer relations were at the core of it. The Director was not aware of any backlog due to increased demands on the service due to the pandemic.
- Members asked for details of the scale of support the service is receiving from volunteer groups and how reliant the service area was on volunteers in terms of the delivery of bags. The Assistant Director stated that the authority has bag delivery teams and this has been supplemented by volunteers. Hubs will reopen soon providing further outlets. In the longer-term the service will move towards using reusable bags.
- Members asked how many members of staff have been trained in enforcement and whether there has been an increase in enforcement as a result. The Assistant Director advised that there was traditionally separation between cleansing and enforcement staff. In future 'street scene officers' if waste has been incorrectly presented they will investigate and pass evidence onto colleagues in Enforcement. There will be 130 street scene officers and it was anticipated that there would be a marked improvement in rates of enforcement. Local Environmental Quality (LEQ) Teams would also be responsible for enforcement of dog fouling and littering.
- Members asked whether proposals to remove all single use plastics from Council venues has been subject to Equalities Impact Assessments. The Assistant Director stated that the proposal related to items such as single use coffee cups and stirrers etc. There were no proposals to remove items that are used for medical purposes.
- Members asked why the target for fly-tipping enforcement is lower next year than the current year. The fly-tipping reduction was in relation to the income generated. The figure for income from fines has been lowered to a more achievable level.
- Members asked whether the safety implications of street light dimming been considered. Members were advised that LED lighting are more controllable and can be adjusted in response to specific localised needs.
- Members referred to the 70% recycling target and the ambition for an 85% recycling strategy at HWRCs. Members asked how much of this is focussed on reuse, particularly in terms of glass recycling. The Assistant Director advised that 90% of the material currently collected at HRWCs that is sent for recycling is recycled. The city is currently recycling approximately 58% of its was. Recycling glass will increase performance and a pilot exercise has shown that glass recycling will be possible. Further changes to how recycling is presented are anticipated in order to reduce contamination. The Waste Strategy, which will address these issues, is anticipated later in the year.

- Members asked whether bids have been submitted for Welsh Government Circular Economy funding. Members were advised that the authority has received £2 million, plus an additional £369,000 to be allocated to projects that are already being delivered.
- Members asked why the increase in income from Lamby Way solar farm has been rated as 'red' risk. The Director stated that this relates to the overall implementation of the solar farm project.

RESOLVED – That the Chairperson writes to the Cabinet Member on behalf of the Committee to convey any comments, observations and recommendations made during the way forward.

#### 6 : WORK PROGRAMME 2020-2021

The Principal Scrutiny Officer presented future work programme options for Members consideration.

The Chairperson wished to record the Committee's sincere thanks for Richard Bowen's contribution toward the work of the Committee during his service with the Council.

RESOLVED – That the report be noted.

#### 7 : URGENT ITEMS (IF ANY)

No urgent items were received.

#### 8 : DATE OF NEXT MEETING

Members were advised that the next Environment Scrutiny Committee is scheduled for Tuesday 2 March 2021 at 4.30 pm via MS Teams.

The meeting terminated at Time Not Specified



**CYNGOR CAERDYDD**

**CARDIFF COUNCIL**

**ENVIRONMENTAL SCRUTINY COMMITTEE**

**11 MAY 2021**

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**COMMITTEE BUSINESS REPORT**

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### **Purpose of the Report**

1. To provide Committee Members with an update on:
  - Cardiff Council's Policy Review and Performance Scrutiny Committee Task & Finish report entitled, 'Scrutiny Impact Assessment Model'

### **Impact of Scrutiny Task & Finish Inquiry Background**

2. Between 2019–2020, Cardiff Council's Policy, Review and Performance Scrutiny Committee undertook a Task and Finish Inquiry to evaluate the impact of the scrutiny function on the delivery of Council services. For Members information, access to the Report can be found [here](#).
3. The Recommendations proposed to Cabinet included that, together with Scrutiny Services, Cabinet adopt a formal model for tracking recommendations made at Committee meetings and in task and finish inquiries in order to provide a framework and database on which a quantitative assessment of scrutiny's impact on Council services can be captured which is then reported to Full Council on an annual basis.

4. A Briefing note attached to this report at **Appendix A** provides Committee Members with an overview of the inquiry's subsequent recommendations which are currently being piloted within the scrutiny department.

### **Scrutiny Services Annual Report 2020-21**

5. A recent internal audit of the Council's scrutiny department put forward the following recommendation:

*Review the format of the Scrutiny Committee Annual Reports so that performance measures and scrutiny impact are included in a clear and concise manner.*

6. In line with this recommendation, the Policy Review and Performance Scrutiny Committee's Inquiry Report also put forward the proposal to pilot the publication of one Scrutiny Annual Report, which provides a quantitative and qualitative overview of the impact of the five scrutiny committees for the respective year.
7. It is agreed that this method be piloted for scrutiny services 2020-21 Annual Report.

### **Way Forward**

8. During the meeting, Members will receive a verbal overview of the briefing note along with the opportunity to raise any questions.

## **Legal Implications**

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**

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. Reflect on the briefing note provided in the meeting papers along with the verbal update provided at Committee.

**DAVINA FIORE**

**Director of Governance and Legal Services**

**5 May 2021**

## Capturing and Reporting the Impact of Scrutiny

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### Purpose

1. To advise Members of all Scrutiny Committees of the introduction of improved scrutiny processes and ensure unified cross committee understanding and approach.

### Background

2. Scrutiny members recognise that the scrutiny function enriches the decision-making of the organisation. Whilst such understanding derives from engagement and contribution to scrutiny, the value and visibility of the function within the organisation would benefit from further embedding.
3. A task and finish inquiry of the Policy Review & Performance Scrutiny Committee recently addressed the absence of a mechanism for capturing the impact of the work of all five scrutiny committees, and the value of the scrutiny function to the organisation resulting from the implementation of scrutiny recommendations.
4. A practical model has been developed that will collect data and evidence of scrutiny activity throughout the year and link with the Council's performance framework.
5. The model supports the Council in complying with the self-assessment requirements of the new Local Government & Elections (Wales) Bill by introducing service area self-assessment of the implementation of accepted scrutiny recommendations.

### Capturing and recording scrutiny recommendations

6. Continual development of Scrutiny is a key objective for the Chairs of Scrutiny. Currently in pilot stage, the new model provides a framework and database on which a quantitative assessment of scrutiny's impact on council services can be captured and reported to Council annually.
7. Importantly, the model extends the governance arrangements currently in place for responding to the recommendations of a scrutiny inquiry, to those generated by scrutiny committees in correspondence.
8. If a committee agrees that a recommendation(s) has emerged out of the scrutiny of a topic then it will be captured by the scrutiny officer and stated clearly in the body of the Chairs letter to the Cabinet, and for the avoidance of doubt in bold at the end of the letter. All recommendations will then form part of formal impact monitoring during the year.
9. Currently a committee can expect a formal Cabinet response to recommendations following task group inquiries. This response is in the form of '*accept*', '*partially accept*' or '*not accepted*'.

In future the Cabinet will also formally respond to recommendations set out in correspondence following scrutiny committees as requiring monitoring.

10. Members are requested to be very clear in making their recommendations for capture by scrutiny officers during discussion at the Way Forward following a scrutiny committee. Wherever possible recommendations should be '**SMART**' (specific, measurable, achievable, realistic and timely). Whilst recommendations may not routinely emerge from monthly meetings, any ambiguity over whether a recommendation will be monitored as part of the scrutiny and performance impact assessment database must be avoided.
11. The model will capture quantitative impact by introducing the concept of '*substantiveness*' as a key measure in determining the level of influence or *impact* that recommendations have on corporate policy.
12. If a recommendation is '*not accepted*' then it will not be reflected in the service area action plan and cannot therefore be included in the impact assessment. Only *accepted* and *partially accepted* recommendations will be reported on.
13. Working together with the Corporate Performance Team, a pilot application of the model is underway. As of January 2021 all scrutiny recommendations generated by a committee or a task group are being monitored. The Cabinet and service areas have arrangements in place to track and report on the implementation of accepted scrutiny recommendations for presentation to all scrutiny committees 6 monthly.

### **Way Forward**

14. Scrutiny members are advised that a unified approach to capturing and reporting on the impact of scrutiny will be delivered by:
  - Recording, tracking and reporting on the implementation of accepted scrutiny recommendations generated from both committee correspondence and task group inquiries.
  - Producing a single Scrutiny Annual Report for the 2020-21 municipal year, replacing the existing individual scrutiny committee annual reports, agreed by all five scrutiny committees. The report will focus on the outcomes that have been achieved and encourage public participation and engagement with Scrutiny. It is anticipated that the new Scrutiny Annual Report will be presented in draft, for approval, to all Scrutiny Committees at their June meetings, prior to being submitted to Council.