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## AGENDA

<b>Committee</b>	ECONOMY & CULTURE SCRUTINY COMMITTEE
<b>Date and Time of Meeting</b>	MONDAY, 14 JUNE 2021, 4.30 PM
<b>Venue</b>	REMOTE MEETING
<b>Membership</b>	Councillor Howells (Chair) Councillors Henshaw, Gordon, Gavin Hill-John, Lay, Parkhill, Robson, Sattar and Stubbs

*Time approx.*

### 1 **Appointment of Chair & Committee Membership**

The Council at its meeting held on 27 May 2021 appointed Councillor Nigel Howells as Chair and the following Members to this Committee: Councillor Henshaw, Gordon, Gavin Hill- John, Lay, Parkhill, Robson, Abdul Sattar and Stubbs.

### 2 **Terms of Reference** (Pages 5 - 6)

To note the Committee's Terms of Reference.

To scrutinise, measure and actively promote improvement in the Council's performance in the provision of services and compliance with Council policies, aims and objectives in the area of economic regeneration.

- Cardiff City Region City Deal
- Inward Investment and the marketing of Cardiff
- Economic Strategy & Employment
- European Funding & Investment
- Small to Medium Enterprise Support
- Cardiff Harbour Authority
- Lifelong Learning
- Leisure Centres
- Sports Development
- Parks & Green Spaces
- Libraries, Arts & Culture
- Civic Buildings

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

- Events & Tourism
- Strategic Projects
- Innovation & Technology Centres
- Local Training & Enterprise

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.

To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures which may enhance Council performance or service delivery in this area.

### 3 **Apologies for Absence**

To receive apologies for absence.

### 4 **Declarations of Interest**

To be made at the start of the agenda item in question, in accordance with the Members' Code of Conduct.

### 5 **Minutes** (Pages 7 - 14)

To approve as a correct record the minutes of the previous meeting.

### 6 **Levelling Up Fund and Community Renewal Fund Applications - to follow** 4.35 pm

For Members to undertake pre-decision scrutiny of the report to Cabinet.

***Appendix 1 of the Cabinet Report attached at Appendix A is not for publication as it contains exempt information of the description contained in paragraphs 14 and 16 of Part 4 and paragraph 21 of Part 5 of Schedule 12A of the Local Government Act 1972. It is viewed that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.***

### 7 **City Centre Next Steps - Castle Street & City Centre East (Phase 1 + Canal) - to follow** 5.20 pm

For Members to undertake pre-decision scrutiny of the report to Cabinet.

**Appendix 7 of this report is not for publication as it contains exempt information of the description in paragraphs 14 and 21 of Schedule 12A of the Local Government Act 1972.**

## COMFORT BREAK

- |    |  |         |
|----|--|---------|
| 8  | <b>Scrutiny Annual Report</b> ( <i>Pages 15 - 34</i> )   | 6.05 pm |
| 9  | <b>Work Programme 2021-2022</b> ( <i>Pages 35 - 40</i> ) | 6.10 pm |
| 10 | <b>Correspondence</b> ( <i>Pages 41 - 44</i> )           | 6.15 pm |
| 11 | <b>Way Forward</b>                                       | 6.20 pm |
| 12 | <b>Urgent Items (if any)</b>                             |         |
| 13 | <b>Date of next meeting</b>                              |         |

8<sup>th</sup> July 2021 at 4.30pm.

**Davina Fiore**

**Director Governance & Legal Services**

Date: Tuesday, 8 June 2021

Contact: Andrea Redmond, 02920 872434, a.redmond@cardiff.gov.uk

## **WEBCASTING**

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**Members of the public may also film or record this meeting.**

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The role of this Committee is to scrutinise, measure and actively promote improvement in the Council's performance in the provision of services and compliance with Council policies, aims and objectives in the area of economic regeneration including:

- Cardiff City Region City Deal
- Inward Investment and the marketing of Cardiff
- Economic Strategy & Employment
- European Funding & Investment
- Small to Medium Support
- 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

To assess the impact of partnerships with an 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.

To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures which may enhance Council performance and service delivery in this area.

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ECONOMY & CULTURE SCRUTINY COMMITTEE

13 MAY 2021

Present: Councillor Howells(Chairperson)  
Councillors Henshaw, Gordon, Gavin Hill-John, Lay, Parkhill,  
Robson and Stubbs  
Eshaan Rajehsh (Youth Representative)

16 : APOLOGIES FOR ABSENCE

Councillors Gavin Hill John and Lay advised that they may be late joining the meeting.

17 : DECLARATIONS OF INTEREST

None received.

18 : MINUTES

The minutes of the meetings held 22 February 2021 and 11 March 2021 were agreed as a correct record.

19 : LET'S MAKE CARDIFF GREENER, HEALTHIER AND WILDER - TO FOLLOW

The Chairperson welcomed Cllr Bradbury – Cabinet Member for Culture & Leisure; Neil Hanratty – Director of Economic Development and Jon Maidment – Operational Manager – Parks & Cardiff Harbour Authority to the meeting.

Members were advised that this item was to undertake pre-decision scrutiny of a report to Cabinet, which provides an update on progress made in implementing the motion passed by Council on 28 January 2021. The motion was put forward by Cllr Gordon and seconded by Cllr Henshaw, with an agreed amendment by Cllr Parkhill.

The Chairperson invited Cllr Bradbury to make a statement after which he invited questions and comments from Members;

Members discussed the reference to Cardiff being a World leading recycling City and asked that the focus be shifted to reducing waste rather than increasing recycling. The Cabinet Member stated it was people's personal responsibility to reduce waste; there are issues with contaminated recycling and the Council are trying to encourage a better recycling communication strategy and there is a lot of work going on, some as part of the One Planet Cardiff Strategy. The Cabinet Member stated he would feed back the concerns to Councillor Michael. Officers added that it would be straightforward to amend the report to say both Increasing Better Recycling and Reducing Waste. The added that Welsh Government targets are currently all about recycling but there will be policy changes going forward.

Members referred to promoting access to Riverbanks and the Bay edge and asked if the wording could be more exacting to state how much of a margin was needed

between any water and a development to allow proper access for cyclists/pedestrians etc. Officers supported this sentiment but explained that not all the land is in Council control so it requires planning policy. Also the amount of space available can be an issue and if a certain width was required it may be to the detriment of the development; there may be a cost trade-off with the developer as someone would have to pay for it. Officers would however endeavour to maximise as much space as practical.

Members referred to Coed Caerdydd and increasing the tree canopy in the City; asking what the scale of planting would be. Officers explained that there would be woodland creation on large sites as well as the planting of street trees, trees in parks etc.

With regard to National Parks Cities, Members asked what this means in practical terms for Cardiff and what impacts there would be for residents. Officers explained it was an emerging, new concept and only London holds the status currently; the report sets out the benefits but in summary London has seen a greater development of wild spaces; improved air quality; more people enjoying outdoor recreation; communities feel more connected and the economy has benefitted. The concept is new so there is no data at present. The Cabinet Member added that the Council would work with stakeholders to achieve its aims such as increasing the tree canopy, improving biodiversity etc.

Members asked if any areas had been scoped out for urban forests as yet and Officers advised that they have identified 50 hectares in phase 1; meetings will take with ward Members between June and August to enable engagement.

Members referred to Ash die-back, noting it was a particular problem in some Wards and asked if there was a particular strategy to address the issue as part of these proposals. Officers explained that the current position was that there were routine tree inspections across the City; 1200 trees had been identified with various degrees of disease; the worst were felled and others were being monitored. £50k from the FRM had been allocated for felling and a strategy for replacing those trees. An Ash die-back plan was being developed and would be ready in the Summer.

With regard to Forest Farm Nursery, Members asked if this was the most cost effective way of working versus working with private sector garden centres. Officers explained that both ways of working would be undertaken.

The Chairperson explained that given the overlap of this item with their terms of reference, he had offered Environmental Scrutiny Committee Members the opportunity to put questions via the Chair:

Cllr Derbyshire had asked a question around urban trees. 'During his time in the Cabinet he had many requests to remove street trees from residents for various reasons in terms of the impact on their garden/ house. What can be done with this strategy to encourage residents to respect and enjoy the fact they are lucky to have street trees, which have been proven to enhance wellbeing'. A discussion took place around street trees and that it was very difficult to remove them unless they were dangerous and unhealthy. It was important to encourage people to embrace trees on



the street and in neighbours gardens and communicate the positive biodiversity impacts around them.

AGREED: that the Chairperson, on behalf of the Committee, writes to the Cabinet Member conveying the observations of the Committee when discussing the way forward.

## 20 : GREENER, FAIRER, STRONGER: CITY RECOVERY AND RENEWAL STRATEGY - TO FOLLOW

The Chairperson welcomed Cllr Huw Thomas – Leader; Cllr Goodway– Cabinet Member for Investment & Development; Neil Hanratty – Director of Economic Development and Jon Day – Operational Manager – Tourism & Investment to the meeting.

Members were advised that this item was to undertake pre-decision scrutiny of a report to Cabinet. The scope of the scrutiny includes the proposals for recovery and renewal in Cardiff as well as the next stage with the ‘*For Cardiff*’ Business Improvement District. As part of this, the Global Perspective Report by Dr Williams, attached as Appendix 3 in the papers, provides interesting insight into the possible future of cities, which Members may wish to explore. Committee also need to consider whether there are any risks to the Council, the proposed timelines and the recommendations to Cabinet.

The Chairperson invited Cllr Thomas to make a statement in which he outlined the timeline for the strategy; the four key policy themes before scrutiny and Cabinet. The draft strategy outlines the Council’s initial response as well as longer term priorities – informed by Tim Williams report and the six key mission set out within. During the summer there would be engagement with stakeholders, residents and the business community, with a further report brought in the Autumn to finalise the strategy.

Members were provided with a presentation after which the Chairperson invited questions and comments;

Members were pleased to see the strategy and asked about the timeline and funding. The Leader stated that the Council is ambitious for Cardiff and has a track record on delivery. Capital Ambition was refreshed in January 2020 and then the pandemic hit and things are still in a state of flux so there will be an incremental build going forward. Cllr Goodway added that the Council also has a track record on getting private sector to engage with the Council on funding. He added that lots of the proposals pre-date Covid and it was very fortuitous that they were in a position to draw on plans that were already being developed to help Cardiff’s economy and recovery. He conceded that some things will be different going forward but for the most part people wanted to go back to normal so the Council has to help deliver that.

Members asked for more information about Kickstart and asked if it can be directed to the deprived areas of the City. Officers explained that they are taking an active role in pushing the scheme, and encouraging people to access benefits so they can access it. The Council has taken Kickstart workers on as well as people accessing it via Into Work services and also fully funded workplace placements for unemployed people.

Members referred to the target on Grade A office space in the city and asked if this was being reconsidered since the pandemic and the move to remote/hybrid working, which could see organisations reducing their office spaces. The Cabinet Member stated that the indication from the private sector was that they needed more space per employee even if they are choosing a hybrid route. Going forward Cardiff has to place itself in a position to take any opportunities that are presented, such as Civil Servants moving out of London into the regions. The Leader added that Legal and General has indicated they are expanding their office space in Cardiff and the report positions Cardiff to take up opportunities including different types of office solutions such as collaborative working spaces.

Members asked if there was a role for the Council to offer communal work spaces throughout the City; Officers stated this work has already started, the Council was being approached by agencies who already do this, to expand across the City and in local centres.

Members asked about the timescale for the report to Cabinet post-consultation and Officers stated it would be Autumn time.

Members asked if the Wales Coastal Path could be built into the renewal programme, emphasising its role as a visitor attraction and resource for local people to enjoy. Officers considered this to be a good suggestion and would take it forward. The Leader said it would also be an opportunity for synergy with coastal defences work.

Members discussed local centres and noted that some areas just needed better signage, car parks, advertising etc. and asked if this was being budgeted for. The Cabinet Member explained that there was no specific provision at the moment, it was important to manage expectations. The decline of local centres had been because of reducing footfall since banks and post offices etc. closed local branches. So while it was important to look at signage and car parks etc. it was also important to identify a reason why people want to go there such as telling the history of the area or a local attraction with public displays; they also need to be easy to get to. Officers added that in some parts of the City, local centres can access regeneration funding from the Welsh Government.

AGREED: that the Chairperson, on behalf of the Committee, writes to the Cabinet Member conveying the observations of the Committee when discussing the way forward.

## 21 : CANAL QUARTER REGENERATION - TO FOLLOW

The Chairperson welcomed Cllr Goodway – Cabinet Member, Investment & Development; Neil Hanratty – Director of Economic Development and Chris Barnett – Operational Manager – Major Projects to the meeting.

Members were advised that this item was to undertake pre-decision scrutiny of a report to Cabinet. Committee had not received the report and so the scope of our scrutiny was limited to what is contained in the presentation and discussed at this meeting.

The Chairperson invited the Cabinet Member to make a statement in which he said that Members would acknowledge that this is one part of the City that needs regeneration; it was a long held ambition to re-open the canal feeder as an attraction. An opportunity had arisen to deliver this as part of a wider masterplan for the area. Members received the open part of the presentation. Members were invited to ask questions and make comments;

Members asked if the water in the public realm would be still or flowing as they were concerned about water quality. Officers advised that it would be junction off the canal and therefore the water would be flowing. Members further asked if the levels would need pumping; Officers advised that this hadn't been established as yet; there was quite a flow in the dock feeder and it does build up quite quickly.

Members considered that active frontages were a good thing and asked if there was a possibility of using the scheme for rear access to Queen Street station to alleviate footfall. Officers stated that active frontages were the ambition as it was important to create the right type of place. With regard to Queen Street Station, Officers explained there was work ongoing with Welsh Government and Transport for Wales as part of the South Wales Metro Project and the intention was for a direct route from Queen Street to Newport Road.

A discussion took place around David Street and bus priority. Officers explained that the idea was to stop traffic through David Street and the lower part of Churchill Way would have bus priority; the provision for buses will improve; cars will feel the impact of David Street but still be able to get where they need to and it will improve access to the car park.

Members noted it was planned to be a lively area and asked how potential conflicts with residential properties would be managed. Officers explained the intention was mixed use with new residential developments in the area too. Officers noted that conflict could be complex to manage; some can be addressed in the design and materials etc. A mixed use of offices and retail on the lower levels could take the residential properties further from street level, if this was possible to deliver; inevitably there will be some conflict when people decide to live in the City Centre however there is a management role too as well as Licensing etc. to mitigate this.

The Chairperson sought Committee's agreement to consider the exempt information.

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, 16 and 21 of Part 4 and 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.

AGREED: that the Chairperson, on behalf of the Committee, writes to the Cabinet Member conveying the observations of the Committee when discussing the way forward.

## 22 : LLANRUMNEY REGENERATION - TO FOLLOW

The Chairperson welcomed Cllr Goodway – Cabinet Member, Investment & Development; Neil Hanratty – Director of Economic Development and Chris Barnett – Operational Manager – Major Projects for this item.

Members were advised that this item was to undertake pre-decision scrutiny of a report to Cabinet. As with the previous item, Committee had not received the report and therefore the scrutiny was based on the information in the presentation and what is discussed at the meeting.

The Chairperson invited the Cabinet Member to make a statement in which he said that he had committed to return to Committee after the public consultation to bring the responses and also to inform Committee that he intends to seek a resolution of Cabinet to dispose of the land.

Members were provided with the open presentation after which the Chairperson sought Committee's agreement to consider the exempt information.

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 14,16 and 21 of Part 4 and 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.

The Cabinet Member concluded by saying he was delighted to bring this scheme as it would improve access and open up employment opportunities for the people of Llanrumney.

AGREED: that the Chairperson, on behalf of the Committee, writes to the Cabinet Member conveying the observations of the Committee when discussing the way forward.

## 23 : COMMITTEE BUSINESS

Members were advised that all correspondence was now up to date.

Members were advised that attached at Appendix B to their papers was a briefing note on '*Capturing and Reporting the Impact of Scrutiny*'. The briefing note sets out that a model has been developed for capturing the impact of the work of the five scrutiny committees. Data and evidence of scrutiny activity throughout the year is collected, supporting the Council in complying with the self-assessment requirements of the new Local Government & Elections (Wales) Act 2021.

The briefing also sets out plans for a single Scrutiny Annual Report for 2020/21, which will be considered by this Scrutiny Committee in June 2021.

## 24 : URGENT ITEMS (IF ANY)

None received.

25 : DATE OF NEXT MEETING - 10 JUNE 2021 AT 4.30PM

The meeting terminated at 7.35 pm

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**CYNGOR CAERDYDD  
CARDIFF COUNCIL****ECONOMY & CULTURE SCRUTINY COMMITTEE****14 JUNE 2021**

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**SCRUTINY ANNUAL REPORT**

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**Purpose of Report**

1. This report seeks Committee's approval for the first combined Scrutiny Annual Report 2020/21, attached at **Appendix A**, prior to presentation to Full Council on 24 June 2021.

**Background**

2. Cardiff Council's Constitution requires all Scrutiny Committees to report annually to the Council on their work during the past year and make recommendations for future work programmes.
3. In previous years, each Scrutiny Committee has prepared a standalone Annual Report for presentation to Council. A combination of the following aspects has led to the decision to provide a combined Scrutiny Annual Report 2020-21:
  - a. A 2020 Internal Audit recommendation to review the format of Scrutiny Annual Reports so that performance measures and scrutiny impact are included in a clear and concise manner;
  - b. The Local Government and Elections (Wales) Act 2021 Part 3, which emphasises the need for the Council to encourage engagement and participation by local people in decision-making;
  - c. the need to target a wider audience with a faster, more appealing, read; and
  - d. integration with improvements to the scrutiny pages of the Council's website.

4. In addition, the recent Policy Review and Performance Scrutiny Committee Inquiry report on capturing and reporting the impact of scrutiny led to the development of a model to collect data and evidence of scrutiny activity throughout the year. This new process has provided an evidence base for the construction of the first combined Scrutiny Annual Report 2020/21 to Council.

### **Draft Scrutiny Annual Report 2020/21**

5. The report attached at **Appendix A** captures the work of all five Scrutiny Committees, highlighting key areas of achievement in 2020/21. It focuses on the difference made to residents, visitors, staff and businesses within the context of a Covid-19 operational environment. The report aims to:
  - a. highlight how Scrutiny has influenced the way Council services are delivered;
  - b. improve stakeholder understanding and interest in Scrutiny;
  - c. explain how Scrutiny facilitates engagement and encourages public participation; and
  - d. highlight the value of Member-led/ stakeholder informed decision making.
6. The report is being taken to all five Scrutiny Committees for consideration and amendment and will then be presented to Council at its meeting on 24 June 2021.
7. Following this, the report will be available for download bi-lingually from the Council's website, in standard or large print version. The report will also offer a translation in other minority languages on request.

### **Way Forward**

8. During the meeting, Members may wish to consider the first combined Scrutiny Annual Report 2020/21, attached at **Appendix A**, and suggest any amendments required to the draft document prior to its presentation to Council on 24 June 2021.



## **Legal Implications**

9. 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**

10. 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 consider, if necessary amend, and approve the draft Scrutiny Annual Report 2020/21, attached at **Appendix A**, to be laid before Council.

**DAVINA FIORE**

**Director of Governance and Legal Services**

**8 June 2021**



# Scrutiny Annual Report 2020/21

Scrutiny ... engaging today ... shaping tomorrow





## Welcome to Cardiff's Scrutiny Annual Report 2020/21

With a fresh approach to reporting the difference Scrutiny has made this year, we hope that a little reading time will deliver a lot of insight into the work of the Council's Scrutiny function. In a year like no other the five scrutiny committees have been working on behalf of Cardiff citizens, seeking reassurance that frontline Council services defining our pandemic response are delivered effectively and where they are most needed.

This year, like many Council services, Scrutiny has delivered against the odds. Our mission? To adapt and seize the opportunity to add value to the Council's decision-making in challenging times. In reality, the pandemic has impacted heavily on normal scrutiny output. To deliver our role we have conducted scrutiny by holding remote online meetings, enabling all scrutiny members to contribute to key policy decisions. With the organisation in essential services mode for most of the year, our usual task and finish inquiry work has taken a back seat, as frontline services were a priority. We particularly look forward to resuming those inquiries as the organisation adapts to the new world, embracing all it has learned in a time of crisis.

### Scrutiny is the challenging voice of the resident, visitor, commuter and employee at the decision making table to ensure full accountability

The pandemic fully upon us, by June 2020 it became clear that temporary scrutiny arrangements should be put in place and the five scrutiny committees were quickly consolidated into a Covid-19 Scrutiny Panel. Membership was restricted to the five scrutiny chairs, whilst maintaining close communication with their respective committees ensured all scrutiny member influence. Such improvements in cross committee working delivered a slick solution until the Council decided that a

full scrutiny service could restart in September 2020, with a restricted remit to focus only on pre-decision and priority matters with reputational or time-critical implications.

Scrutiny is the challenging voice of the resident, visitor, commuter and employee at the decision making table to ensure full accountability. Our work continues whatever the external environment. The next municipal year will bring more challenges, remote working will continue to be important. Within Cardiff Council our critical friend work, expressing your voice to test the delivery of key Council commitments, is very much valued. We hope this report captures how we have done this year. We want to encourage you to add your voice to our work and later in the report we explain how you can get involved.



## Scrutiny Chairs - Our Perspective



“One of the things I’m most proud of this year is the Community and Adult Services Scrutiny Committee’s focus on the salient issues impacting Cardiff residents in the current climate. We provide opportunity to bring together a whole range of stakeholders, from those impacted by the issue to those who are directly involved in delivering services.”

**Cllr Shaun Jenkins, Chair, Community & Adult Services Scrutiny Committee**

[To hear more on scrutiny from me click here](#)



“We’ve had to make adjustments during the past year, but everyone has come to the fore and delivered. One of our key issues has been scrutinising the Youth Justice Service following the HMIP Report and Inspectors highlighted our role as a key factor in improvements, which was a really proud moment for me as Chair during this year. My Committee has also been critical in scrutinising decisions made in relation to the return to education for our young people throughout this year.”

**Cllr Lee Bridgeman, Chair, Children & Young People Scrutiny Committee**

[To hear more on scrutiny from me click here](#)



“...this has been an incredibly challenging year but we’ve coped very well, which is testament to how well Members, external stakeholders and the Cabinet have engaged, wanting to be there to help the Council through what is a very, very difficult time. We’ve provided some robust questioning, helping to shape major developments and explored how the Council and partners are working to recover from the impact of the Covid pandemic, in the leisure and music sector and more generally across the economy...”

**Cllr Nigel Howells, Chair, Economy & Culture Scrutiny Committee**

[To hear more on scrutiny from me click here](#)



“All 5 Scrutiny Committees work together to deliver the best for Cardiff, and we are constantly listening to the public and what they want.

One of our biggest achievements during the pandemic was “One Planet Cardiff”. We had a large number of external and internal witnesses taking part, who shared their knowledge on what the future of Cardiff should look like. I was really pleased with the support from everyone who gave evidence.”

**Cllr Ramesh Patel, Chair, Environmental Scrutiny Committee**

[To hear more on scrutiny from me click here](#)



“...a Scrutiny Covid-19 Panel of all chairs was formed and I was asked to chair it. We came together as a team. Previously committees have tended to operate in isolation, but this time we had to work collectively and I think we did that exceptionally well, resulting in certain recommendations that were accepted.

We also have a Performance Panel involving all chairs that looks at the Corporate Plan before it’s finalised and a number of recommendations we made turned into changes to the Corporate Plan.”

**Cllr David Walker, Chair, Policy Review & Performance Committee**

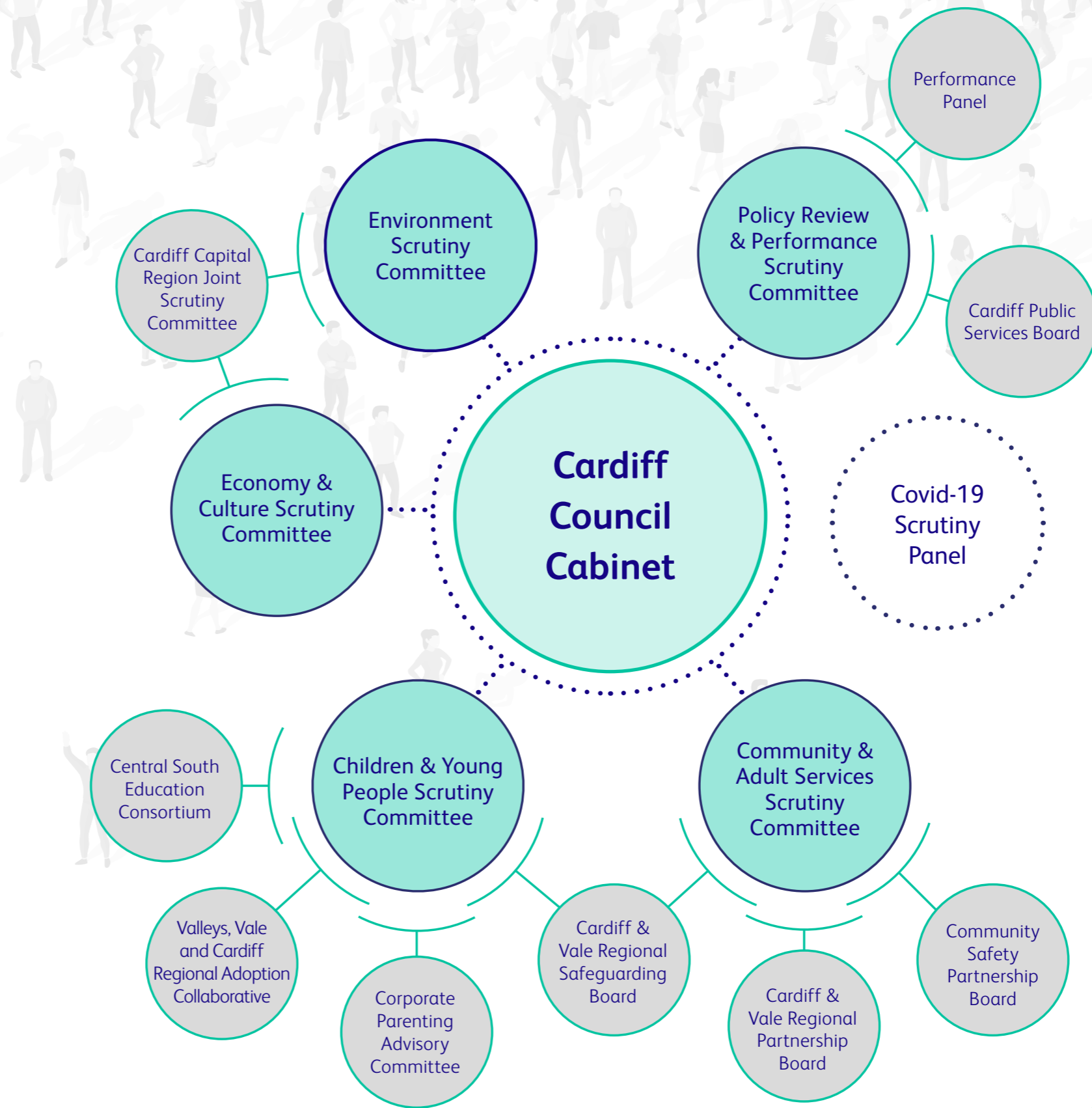
[To hear more on scrutiny from me click here](#)

## Our governance role

Cardiff Council's five Scrutiny Committees fulfil a statutory responsibility placed on local authorities by UK and Welsh Governments to review and scrutinise decisions and actions taken by the Cabinet in relation to the delivery of services, to improve the wellbeing of residents. We also have various statutory responsibilities for the scrutiny of important partnerships established under Welsh Government legislation. In short we shine a light on the effectiveness of local partnership working in which the Council plays a leading role.

The Policy Review and Performance Scrutiny Committee has statutory responsibility for scrutiny of Cardiff's Public Services Board. The Community and Adult Services Scrutiny Committee has responsibility for scrutiny of both the Cardiff & Vale Regional Partnership Board and a statutory duty to scrutinise decisions made, or other action taken, on Crime and Disorder matters by engaging with the Community Safety Partnership Board. The Economy and Culture and Environment Scrutiny Committees monitor progress of the City Deal delivery programme, whilst the Children and Young People Scrutiny Committee has a governance role in the Central South Education Consortium, the Valleys Vale and Cardiff Regional Adoption Panel and the Council's Corporate Parenting Advisory Committee.

Each Scrutiny Committee is made up of 9 elected Members. However the Children and Young People Scrutiny Committee additionally has four co-opted members comprising two parent governor representatives, a Roman Catholic representative and a Church-in-Wales representative. Both the Economy and Culture and the Children and Young People Scrutiny Committees offer a seat to a representative of the Cardiff Youth Council, enabling young voices to challenge decision-making.



## A year of socially distanced scrutiny

On screen, focussed and representing Cardiff voices. Scrutiny has been working hard to deliver better engagement, better outcomes, and better decision-making in 2020/21. Often underpinned by valuable primary research, here are just some of our achievements this year:

### ■ Covid-19 Scrutiny Panel - responding quickly to support essential service delivery mode

A challenging backdrop gave birth to the Covid-19 scrutiny panel. The suspension of all scrutiny committees at first lockdown led swiftly to establishing the Covid-19 Scrutiny Panel. The Panel explored how the Council was responding to the pandemic and planning for recovery, as well as testing time-critical decisions, providing appropriate scrutiny until the 5 scrutiny committees recommenced remotely. The Panel:

- Examined work undertaken during the lockdown to tackle homelessness and housing supply, as well as work to ensure the Council's finances were secure.
- Scrutinised proposals to help Cardiff restart after lockdown and recover from the pandemic, as well as work underway to establish a Race Equality Task Force.
- Tested time-critical proposed recommendations for schools in Cardiff, including in Plasdŵr.
- Considered the Council's final report on its finances for 2019/20 and checked proposals for the re-procurement of construction and civils consultancy frameworks.



### ■ Performance Panel - co-production and independent scrutiny of the Corporate Plan 2021-24.

Cardiff Council has a history of investing in robust internal challenge, and this year has seen stronger links forged between Cabinet & Scrutiny, stepping up the work of the PRAP Performance Panel. In a spirit of open engagement the family of five scrutiny committees, represented by its chairs, joined the Leader and Cabinet Member for Finance, Modernisation and Performance in two important round table discussions centred on the Council's highest strategic document, the Corporate Plan. In December 2020 the Panel reviewed the Council's mid-year performance against Corporate Plan targets and informed early Cabinet conversations around

2021-24 target setting. Then, in February 2021, we reviewed the draft Corporate Plan at its policy development stage, and focussed on the detail of target setting. Such a collaborative approach ensures that the Corporate Plan is subject to co-production as well as independent scrutiny and acknowledges the benefit of progressive interaction between Cabinet policy development and Scrutiny. Importantly, through such informal discussion, Scrutiny is afforded an impact on the Corporate Plan for the benefit of Cardiff citizens, evidenced by the changes made to the Corporate Plan by the Cabinet following these Panel Meetings.

“I'd like to put on record my thanks to the Chairs of the Scrutiny Committees who have served on the Covid-19 Scrutiny Panel”

**Cllr Huw Thomas – Council 23 June 2020**

“

“Cabinet are grateful to the Chairs of the Scrutiny Committees who have been able to take part in the Covid-19 Scrutiny Panel – it's been essential during this very strange time for running Council business”

**Cllr Weaver – Council 23 June 2020**



**Challenging Service Provision**

Though socially distanced our challenge of critical frontline Council services has continued.

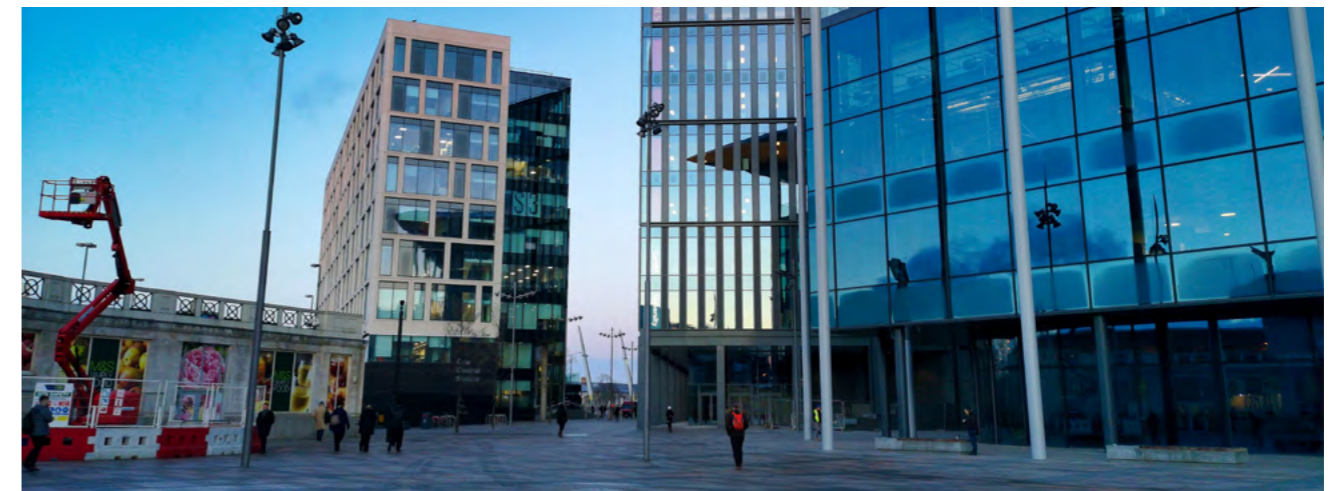
- The **Environmental Scrutiny Committee** has focussed on the Waste Management service as the Council introduced changes to collection arrangements; the Household Waste Recycling Centre in North Cardiff; and how the service responded to Covid-19. Transportation matters were also a priority, including 20mph Zones and the Waungron Road Transport Hub.
- The **Community & Adult Services Scrutiny Committee** assessed how the council is addressing social isolation and loneliness following the outbreak of Covid-19, monitored the council's commitment to deliver 1,000 new council homes by 2022 and analysed the extent of drug dealing and drug related crime in Cardiff following the outbreak of Covid-19.

- The **Economy & Culture Scrutiny Committee** investigated the approach to playground provision and maintenance, advocating for children with additional needs, adventure playgrounds and highlighting the role of Ward Members in consultation process. For some time the Committee has lobbied for improved provision of park rangers. Our work has resulted in 2 new posts in this year's budget.
- The **Children and Young People Scrutiny Committee** has monitored progress in relation to the Youth Justice Service, following the inspection of the service in 2020, including the implementation of the "All Our Futures" Strategy and Action Plan.
- The **Policy Review & Performance Scrutiny Committee** has closely monitored the 2020/21 budget and sought greater integration with the work of Cabinet initiatives such as the new Race Equality Task Group.

**Strengthening Decisions**

We brought strong voices to the decision-making table across all five scrutiny committees by undertaking policy development and pre-decision scrutiny of significant strategic topics such as the Council's 21<sup>st</sup> Century Schools Programme and One Planet Cardiff. All committees have extensively

scrutinised the Council's proposed spending plans for 2021/22, especially important as our schools, local economy and care services recover from the pandemic.



**Testing the Pandemic Recovery**

Scrutiny's essential role this year has been providing a check and balance on the Council's immediate response to the pandemic, ensuring that it met the needs of residents, businesses and visitors. Our work continues, monitoring how the Education Service and Schools have responded to the Covid-19 Pandemic, and its plans for Recovery; hearing from

external witnesses about the impact on Leisure, Youth Sports and Music Sectors and exploring the role of the Council and its partners in how best to tackle this; scrutinising Major Projects to test their contribution to green recovery and to tackling inequalities; and engaging with service users to ensure their voice is heard during recovery planning.



## Strong voices - your role in our work

Scrutiny is the voice of the people of Cardiff inside the Council. We work to ensure that the Council and its partners are delivering the right policies and services to benefit Cardiff's citizens. We do this by:

- Seeking to understand the views and experiences of customers, service users and carers, using workshops, focus groups and survey results to gather feedback.
- Inviting partners, representatives and external experts to contribute evidence to broaden our understanding and inform our discussions.
- Having an independent, dedicated research service to collect robust stakeholder and/ or document based evidence to inform our work.
- Having co-optees on our Children & Young People Scrutiny Committee, representing parent governors, Catholic Dioceses, Church in Wales and Cardiff Youth Council co-optees on this Committee and the Economy & Culture Scrutiny Committee.
- Questioning the decision makers, managers and experts.
- Ensuring transparency, by webcasting our committee meetings – [click here](#).

### Some examples of our work involving stakeholders are:

- » Holding focus groups and face to face interviews with parents of children with learning disabilities who may, or have, undergone a transition from an out of county provision.
- » Stakeholders attending committee to contribute to discussions on Social Isolation and Loneliness, One Planet Cardiff, Youth Justice Service, leisure services and the music sector in Cardiff

### In the last year, we have worked with the following stakeholders:

- Age Connects – Cardiff & Vale
- British Red Cross
- Bus and Coach Companies and Bus User representatives
- Cardiff Council Cabinet Members and Officers
- Cardiff Metropolitan University
- Cardiff Music Board Members
- Cardiff University
- Cardiff Youth Council
- Cardiff & Vale University Health Board
- Dŵr Cymru
- FOR Cardiff BID
- Greenwich Leisure Ltd (GLL)
- Natural Resources Wales
- Representatives for religious communities
- Representatives for young adults
- Sport Cardiff
- Sport Wales
- South Wales Police
- Sustrans
- Vale, Valleys and Cardiff Regional Adoption Collaborative
- Wales & West Utilities
- Welsh Government

**We work to ensure that the Council and its partners are delivering the right policies and services to benefit Cardiff's citizens**



## How to get involved..

Now, more than ever, we want to make sure our work in the coming year is reflective of the needs and wants of Cardiff residents and we welcome any suggestions, big or small, on areas which you would like us to investigate.

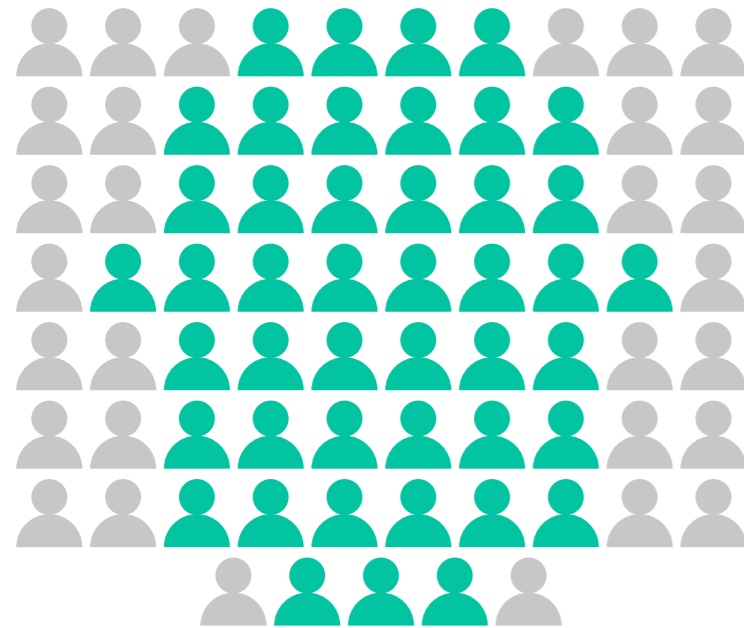
As a Cardiff resident, you can:

- Identify issues for scrutiny to look at
- Provide evidence to inform scrutiny – either in writing or in person
- Contribute to consultations, surveys, workshops and/ or focus groups
- Be invited to be a co-opted member of a Scrutiny Committee. In this role, you would work alongside elected Scrutiny Committee Members in supporting the development and review of Council policies.

We ask that you direct your suggestions to our dedicated support team at: [scrutinyviewpoints@cardiff.gov.uk](mailto:scrutinyviewpoints@cardiff.gov.uk)

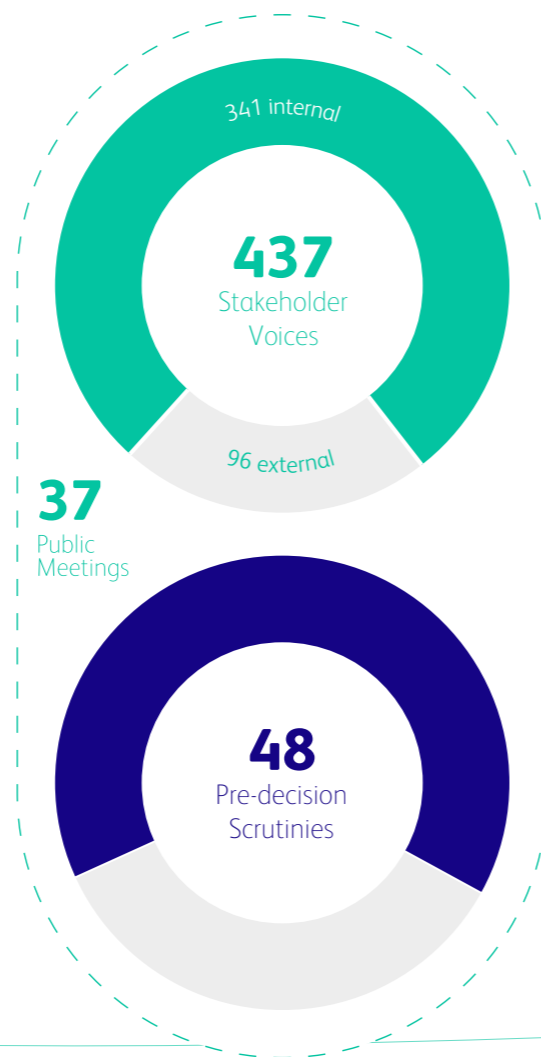
We are currently in the process of updating the Scrutiny Services webpages to make it easier for you to become involved in scrutiny. Please check the Council's website for updates before the end of this year. [click here](#).

## Scrutiny in Numbers



There are currently **75 councillors** elected to Cardiff Council to represent the residents of Cardiff. Of those, **45 are nominated to sit on 5 scrutiny committees** and provide critical friend challenge to the Cabinet.

Successful scrutiny means asking questions of the right people, those that have a stake in the decision to be taken or the policy under review. Often referred to as witnesses, stakeholders can be cabinet members, senior managers and council officers. Importantly they often include service users and external organisations or groups with a stake in the issue being discussed. **In 2020/21 of the 437 voices that informed our scrutiny work, 341 were internal to the Council and 96 were external.**



In 2020/21 Cardiff's Cabinet made 74 decisions. Scrutiny committees considered 48 of those, which means **65% of decisions were taken with the benefit of full challenge and accountability.**



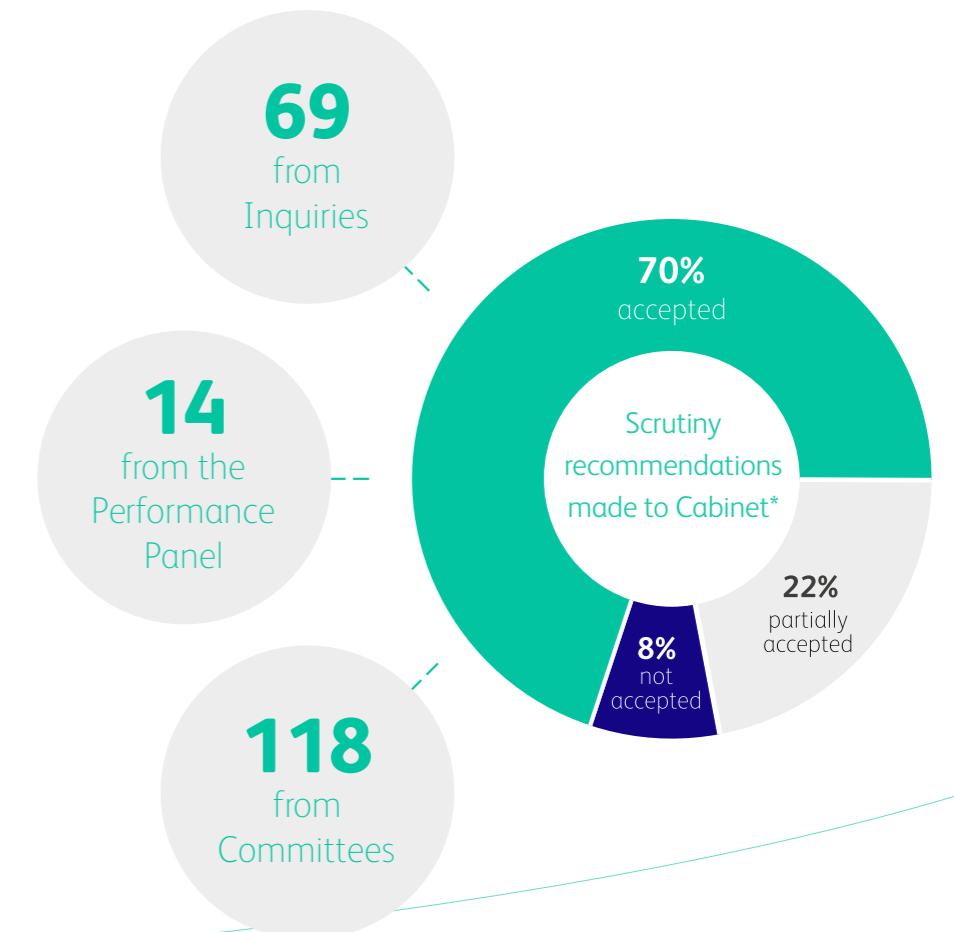
Cardiff Council is committed to allowing stakeholders full insight into its decision making. All our scrutiny committees are **publicly broadcast and can be found on the Council's website**, where they are available to view for up to 6 months.

[Click here](#)



Cardiff's Covid-19 Scrutiny Panel in action.

In 2020/21 Scrutiny Committees made a **total of 201 recommendations to Cabinet from 3 different routes**, Task & Finish Inquiries, Committee, and the Performance Panel. Of the responses received Cabinet accepted 92, partially accepted 29 and did not accept 10.



\*Not including pending responses.

# Community & Adult Services Scrutiny Committee

## Our Membership



Councillor Shaun Jenkins (Chair)



Councillors Ali Ahmed; Joe Carter; Andrea Gibson;  
Ashley Lister; Philippa Hill-John; Sue Lent;  
Norma Mackie and Mary McGary.

## Our Purpose

- We work to improve the Council's services and policies in the areas of community and adult services. This includes matters which relate to housing, neighbourhood renewal, community safety, mental health, community services and adult social care.
- The Committee also serves as the Council's Crime and Disorder Scrutiny Committee, reviewing actions taken by the Community Safety Partnership to address local issues of crime and disorder.
- We monitor the effectiveness of who the Council works with, its performance levels, how resources are spent, the effectiveness of measures in place and look to identify possible areas for improvement.

## Our Achievements

- Throughout the year we have assessed how services supporting adults with care and support needs have responded to the pandemic along with their plans for recovery. We have strived to ensure that the long-term health and well-being impacts of Covid-19 on Cardiff's adult population are adequately recognised and resourced. We have done this by continually seeking assurance and information from Council officials in order to assess the plans in place.
- Given the significant well-being ramification of the Covid-19 pandemic, we undertook in-depth scrutiny of social isolation and loneliness faced by the adult population of Cardiff. Assessing the measures put in place by the Council to address this significant issue. Our work included input from a range of external witnesses and led to a recommendation for the Council to review its communication on key public health messages and support opportunities to ensure Cardiff residents, and key partners, are better aware of available services and initiatives.

- We have continued to monitor the Council's target to deliver 1,000 new Council homes by 2022 and have been involved in influencing the update of the Council's Design Standards document. Helping to ensure that each property developed by the Council, is of a high quality and adds a real, and lasting positive impact for future residents and communities.
- We submitted 30 recommendations to the Council's Cabinet designed to improve transition arrangements for adults with a learning disability who live in out of county provision and may undergo a transition back into county. Our recommendations included measures to help ensure clear, transparent communication at every stage of the process, procedures to help identify gaps in local service provision and processes to monitor the quality and skills of an individual post transition.



“

“Thank you for one of the best scrutiny sessions I have come across because of the targeted nature of your questions”

**Police & Crime Commissioner, Alun Michael & Cllr Lynda Thorne, Co-Chairs of the Community Safety Leadership Board**

“We welcome Cardiff Council's decision to investigate the issue of social isolation and are grateful for the opportunity to present our findings”

**British Red Cross**

“Thank you for the opportunity to present to Committee and for the useful feedback that you have provided.”

**Cllr Susan Elsmore, Cabinet Member for Social Care, Health & Well-being.**

“Thank you for your positive response to the ambitious plans for the Council House Build Programme. I am very grateful to the Committee for considering this programme and for providing feedback”

**Cllr Lynda Thorne, Cabinet Member for Housing & Communities.**

# Children & Young People Scrutiny Committee

## Our Membership



Councillor Lee Bridgeman (Chair)



Councillors Stephen Cunnah; Robert Hopkins; Heather Joyce;  
Sian-Elin Melbourne; Bablin Molik; Mike Phillips;  
Mia Rees; Kanaya Singh



Co-optees: Patricia Arlotte (Roman Catholic representative);  
Carol Colbert (Church in Wales Rep); Karen Dell'Armi (Parent  
Governor Rep); Matthew Richards (Parent Governor Rep); Mia  
John (Cardiff Youth Council Rep)

## Our Purpose

- We work to improve the Council's services and policies in the area of children and young people, which includes Schools; Children's Social Services; Youth Services and Justice; and relevant support services (Education and Schools support services etc.)
- We monitor the effectiveness of who the Council works with in this area, including how resources are spent;
- We ensure that key Council Policies in this area such as Cardiff 2030 Vision for Education & Learning; 21<sup>st</sup> Century Schools Programme; Social Care Commissioning Strategy; and Corporate Parenting Strategy are developed and put in place; and
- We make recommendations to the Council's decision-makers to enhance performance and service delivery.

## Our Achievements

- Youth Justice Service - the Committee monitored progress in relation to the Youth Justice Service, following the inspection of the service in 2020. This included the implementation of the "All Our Futures" Strategy and Action Plan. The Committee received bi-monthly reports on progress relating to governance; performance of the Youth Justice Board; Performance measures; Service Improvements; Consultation and Engagement; and improved joined up working within and outside the Service. Improvements to the Youth Justice Service is a long-term issue, and the Committee is an integral part of monitoring and reviewing improvements to the Service, and more importantly, improving outcomes for young people within the Service. The Committee's work to date has been acknowledged by HMIP. The Committee will hold an informal session with young people in the YJS in May 2021 to gauge their thoughts and views.

- Education & Schools Pandemic Response and Recovery - since July 2020, the Committee has been monitoring how the Education Service and Schools have responded to the Covid-19 Pandemic, and its plans for Recovery. This has included school safety; ensuring learning and attainment for all; learning from experience and good practice; planning and preparing; funding and budget implications; examinations and assessments; consultation; Post 16 education; and mental health and well-being. During 2021/22, the Committee will continue to monitor pandemic recovery, particularly in ensuring that there is sustainable capacity in mental health, wellbeing and counselling services for young people.
- 21<sup>st</sup> Century Schools Programme - the Committee undertook a range of policy development and pre-decision scrutiny in relation to the 21<sup>st</sup> Century Schools Programme, including progress in relation to Band B Schools. We have made a number of observations in relation to developments in Cathays High School; Ysgol Mynydd Bychan and Willows High School. The Committee will take a proactive role in developing the Band C schools, and it has called for a Catchment Area Review, to ensure long-term future proofing of proposals.

“

The Board is committed to open and effective governance, and the Children and Young People Scrutiny Committee are an important constituent of the governance landscape.....I am clear of the Board's commitment to working closely with the Scrutiny Committee as part of the governance commitments the Public Services Board made in 'All our futures'.”

**Graham Robb, Independent Chair of the Youth Justice Board**

“I welcome the Committee's contribution and recognise its role as a key partner in ensuring that all young people in Cardiff have an outstanding service which they can rely on to improve their life chances..... and am committed to an open and transparent working relationships going forward.”

**Clr Graham Hinchey, Cabinet Member for Children & Families**



# Economy & Culture Scrutiny Committee

## Our Membership



Councillor Nigel Howells (Chair)



Councillors Jane Henshaw; Iona Gordon; Gavin Hill-John;  
Chris Lay; Thomas Parkhill; Adrian Robson;  
Abdul Sattar; Ed Stubbs.



Youth Council  
Representative –  
Eshaan Rajesh

## Our Purpose

- We drive improvement across economic development, regeneration, parks, leisure, sports, libraries, hubs, culture, events and tourism.
- We hold to account those in charge, to make sure decisions are transparent and right for Cardiff.
- We listen to people who live and work in Cardiff, using their views and experiences to inform our scrutiny to help ensure the Council and partners deliver the right services for citizens.
- We make recommendations to enhance performance and service delivery.

## Our Achievements

- Leisure & Youth Sports – the Committee explored how partners are responding to the impact of the pandemic on leisure and youth sports in Cardiff, hearing from Cardiff Metropolitan University, Sport Cardiff, Sport Wales and GLL, as well as considering research by scrutiny officers. Following a recommendation by committee, officers raised the issue of consistent access to schools, to support delivery during the pandemic, with Welsh Government and other key forums.
- Music Sector – the Committee gave Cardiff Music Board Members a platform to discuss what needs to happen to help their sector recover from the pandemic. Following recommendations by the Committee, the Council's Leader wrote to the Welsh Government requesting a recovery strategy be established with the sector and raising the need to lobby UK Government for music industry-specific help. The Leader also confirmed the Council would work with the Cardiff Music Board to address additional points raised by Members.

- Corporate Plan & Budgetary Proposals – following recommendations by the Committee, the Corporate Plan was strengthened by including a section on Brexit and amending a key performance indicator. Members were pleased to note budgetary proposals included 2 new Park Ranger posts, something they have been lobbying for since 2017.
- Playground Maintenance – Playgrounds are vital for children's health and development. The Committee looked at how the Council maintains playgrounds, including drainage. We highlighted the need for accessible playgrounds, which meet the needs of children with disabilities, and for adventure playgrounds. Following our recommendations, officers contacted other local authorities to understand how they had developed adventure playgrounds and committed to consulting ward Members re playground drainage costs and solutions.



“

“Thank you for the opportunity to attend scrutiny committee to discuss the impact that Covid is having on the Sport, Leisure and Physical Activity sector in Cardiff. I appreciated the interest shown by the members of the committee”

**CLr Peter Bradbury, Cabinet Member for Culture & Leisure**

“Please extend my thanks to the Chair and the panel for the opportunity to discuss these important issues.”

**Rhys Jones, GLL, Head of Service - Cardiff**

“It was really welcome to be able to discuss a controversial subject in a diligent and pragmatic manner.” - Castle Street Scrutiny

**CLr Caro Wild, Cabinet Member for Strategic Planning & Transport**

“The opportunity to present to the Committee the wider challenges facing the live music sector in Cardiff and Wales throughout this pandemic was very much welcomed, as I know that this sector in particular has been hit hard.’ ‘Thank you again for inviting me and colleagues to attend the Scrutiny Committee meeting.”

**CLr Huw Thomas, Council Leader**

“Thank you for your letter dated 23 February 2021 and the useful comments raised..(and) for your support in the budget process”

**CLr Chris Weaver, Cabinet Member Finance, Modernisation and Performance**

“I continue to be grateful for the time that your Committee dedicates to the important projects that my portfolio is bringing forward. I remain grateful for the support that the Committee continues to provide.” - Indoor Arena Scrutiny

**CLr Russell Goodway, Cabinet Member for Investment & Development**

# Environmental Scrutiny Committee

## Our Membership



Councillor Ramesh Patel (Chair)



Councillors Bob Derbyshire; Owen Jones; John Lancaster;  
Jacqueline Parry; Thomas Parkhill; Oliver Owen;  
Emma Sandrey; Peter Wong.

## Our Purpose

- We work to improve the Council's services and policies in the area of environmental sustainability, which includes Waste Management, Planning, Environmental Health and Transportation;
- We monitor the effectiveness of who the Council works with in this area, including how resources are spent;
- We ensure that key Council Policies in this area such as One Planet Cardiff, Clean Air Strategy, Recycling Services Strategy, Green Infrastructure Plan and Local Development Plan are developed and put in place; and
- We make recommendations to the Council's decision-makers to enhance performance and service delivery.

## Our Achievements

- One Planet Cardiff – the Committee considered the “One Planet Cardiff” Strategy, which is the Council’s strategic response to the declared Climate Emergency. This in-depth scrutiny investigation included input from a wide range of stakeholder groups and resulted in a number of recommendations including those in relation to Partnership and Governance; Behaviour Change; Covid Resilience; Local Development Plan; Food; Water; Education; Resources; Transport; Future Energy Solutions; Procurement; and Regulation & Policy .
- Waste Management Service – during 2020/21, the Committee undertook a range of scrutiny investigations in this area, including waste collection changes; Household Waste Recycling Centre in North Cardiff; and monitoring the Covid-response in relation to this Service.
- Transportation – during 2020/21, the Committee looked at a number of transportation issues including 20mph Zones; and Waungron Road Transport Hub

“

“The response from Scrutiny regarding 20mph zones in Cardiff is very welcome in that more speed enforcement is required for completeness...we propose to continue our dialogue with the Police/GoSafe and Welsh Government to identify a solution acceptable to all for 20mph speed limits”

**Cllr Caro Wild, Cabinet Member Strategic Planning & Transport**

“The Environmental Scrutiny Committee’s examination of the (One Planet Cardiff ) work, which included very informative input from third party commentators, formed a significant part of our overall public consultation exercise for the strategy.”

**Cllr Michael Michael, Cabinet Member Clean Streets, Recycling & Environment**

“I know that Cabinet see great merit in the early involvement of Scrutiny in shaping policy and budget commitments. However, there are some practical challenges to consider such as the timing of any budget settlements from the Welsh Government. Steps were taken this year to broaden the Performance Panel to include policy / performance and budgetary issues. Looking forward, this may inform individual scrutiny committees to consider which budgetary issues warrant further early consideration in order to contribute to the revenue and capital budget proposals which will deliver a balanced budget for 2022/23 and beyond.”

**Cllr Chris Weaver, Cabinet Member Finance, Modernisation & Performance**



# Policy Review & Performance Scrutiny Committee

## Our Membership



Councillor David Walker (Chair)



Councillors Ali Ahmed, Rodney Berman;  
Bernie Bowen-Thompson, Jayne Cowan, Elizabeth Henshaw,  
Ashley Lister and Norma Mackie.

## Our Purpose

- We assist the Council in creating solid foundations to deliver its services successfully. With the customer in mind we act as a critical friend on the inside, challenging the back office support services on which frontline services depend, seeking assurance that the Council is using its money, property and staff resources to deliver the best services.
- Our aim is to maximise customer experience by scrutinising policies, plans and programmes. We are looking for good performance against the aims and objectives set out in the Council's Corporate Plan.
- We report our findings to the Cabinet by making recommendations we consider would enhance Council performance and the effectiveness of its policies.

## Our Achievements

- Following substantial primary research, this year we submitted the findings of our inquiry on Scrutiny Impact to the Cabinet, making recommendations for capturing the value of scrutiny through monitoring its impact. We have developed a practical model that will collect data and evidence of scrutiny activity throughout the year and link with the Council's performance framework. Our model supports the Council in its response to the self-assessment requirements of the new Local Government & Elections (Wales) Act 2021 by introducing service area self-assessment of the implementation of accepted scrutiny recommendations. We hope it will reveal the value of a Scrutiny function that brings critical friend challenge with the customer at its core to the heart of the Council's decision-making.

- We have reviewed the organisation's performance and response to the demands of the pandemic in maintaining frontline services. We are looking for evidence that more agile decision making is maintained and that the Council becomes more innovative as it looks to establish flexibility between home and office working. In support we have commenced a task and finish inquiry into Homeworking and the implications for staff and managers on well-being and productivity.
- The Committee has engaged with the Council's Race Equality Taskforce, affording members a consultative voice on membership, workforce representativeness, and in translating the educational success of BAME communities into employment. It is vital that the Council leads on such topical issues.
- In a year that called for Cabinet and Scrutiny to work together, much has been achieved. The quotes from the Leader and Cabinet are testament to the breadth and value that scrutiny can add.



“

“I welcome the Committee's positive feedback regarding the Equality & Inclusion Strategy 2020-2024. I can confirm that the recommendation in relation to the production of an Executive Summary of the Strategy is accepted...”

**ClIr Weaver, Cabinet Member, Finance, Modernisation & Performance**

“I particularly welcome the Committee's support for the programme of work to establish Cardiff as a Dementia Friendly City..... in response to the Committee's specific request, I have agreed with Democratic Services that Dementia Friendly Training will be added to the Member's Development Programme for the year ahead.”

**ClIr Huw Thomas, Council Leader**

“I would like to put on record my appreciation for your continued involvement in, and contribution to, the work of the Performance Panel. Similarly, the introduction of the half-year assessment – an evaluative strategic assessment of performance to compliment the statutory year-end review – is a further example of how we have strengthened and improved our collaborative approach to performance management”

**ClIr Huw Thomas, Council Leader**

“I would like to take the opportunity to thank the Committee for their work in supporting the development of the Corporate Plan and the members who participated in the Performance Panel. I believe that this has strengthened policy development and performance monitoring in the Council and further enhanced the role of scrutiny. I am pleased to note that a number of the proposals made by the Performance Panel, and this Committee, have been included in the Corporate Plan.”

**ClIr Huw Thomas, Council Leader**

## Our ongoing role in Cardiff's recovery and renewal

Scrutiny Committees are responsible for setting their own work programmes each year. We use a variety of recognised approaches to examine the topics we agree for our work programme. Approaches such as task and finish inquiries, monitoring performance, policy development and scrutiny of statutory partnerships, progress briefings and updates populate a typical scrutiny agenda each month. We adopt an approach that's right for the topic in question and within a timescale that will make a difference. We often join with other scrutiny committees where a broader scrutiny perspective would produce a better outcome.

Now is the time we start developing our work programmes and already ideas are forming. See the next page for priorities on our radar so far. This is a good time to get in touch if you have an issue you would like scrutiny to explore.

Simply e-mail us at [ScrutinyViewpoints@cardiff.gov.uk](mailto:ScrutinyViewpoints@cardiff.gov.uk)





## Scrutiny Priorities 2021/22

### Community & Adult Services Scrutiny Committee

In keeping with the priority identified by Cardiff residents in Cardiff Council's 2021 Budget Consultation, continue to assess how the Council is keeping **communities safe** and **tackling anti-social behaviour**.

Ensure that the **long term well-being impacts of Covid-19** are adequately recognised and resourced.

Monitor the Council's **new vision for homelessness services** to ensure it continues to progress.

Continue to evaluate the quality and delivery of the **Council House Build Programme**

### Environment Scrutiny Committee

Supporting the Council on its **One Planet Cardiff** journey.

Holding to account the **Waste Management Service** to ensure recent changes to collection services have improved service provision.

Focussing on Council initiatives to achieve the Welsh Government's statutory **recycling** target of 70% by 2025.

Evaluating how the **Shared Regulatory Service** is performing post pandemic

Engaging with the Council's review of the **Local Development Plan**

### Children & Young People Scrutiny Committee

Continuing to monitor the **Youth Justice Service** and **Children Looked After** including ensuring the recommendations in the Out of County Inquiry are implemented;

Monitoring **Children's Services service redesign**; resources; sickness absence; performance and demand for services

Scrutinising Schools/**Education response** to the Pandemic Recovery

Focussing on **School Catchment Areas** and Band B developments

Prioritising **Mental Health and Well-being** across both Services and beyond

### Economy & Culture Scrutiny Committee

Checking **Employment Services** are accessible and helping people get back into work, given the increase in unemployment caused by the pandemic

**Cardiff's Economy** – examining recovery plans for areas such as events, tourism, culture and sports as well as major projects and regeneration

**Community Services** – monitoring parks, leisure, libraries and hubs, which the pandemic highlighted are critically important to people living, working and visiting Cardiff.

### Policy Review & Performance Scrutiny Committee

Scrutinising organisational improvements evolving out of delivering Council services in the pandemic – particularly **digital progress, partnership working, financial strategy**

Focussing on post pandemic working arrangements and support for employees – **homeworking, office accommodation, sickness absence, post-Covid safety & well-being** of employees.

Asking how well the Council is engaging with its citizens. **Citizen Engagement Strategy, Budget Consultation** & generic approach to **Communications**.

This report is available in other languages.

Mae'r adroddiad hwn ar gael mewn ieithoedd eraill.

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Ten raport jest dostępny w innych językach.

এই প্রতবিদেনটি অন্যান্য ভাষায় উপলভ্য।

该报告可以其他语言提供。

Scrutiny ... engaging today ... shaping tomorrow



CARDIFF  
CAERDYDD

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**CYNGOR CAERDYDD  
CARDIFF COUNCIL**

**ECONOMY & CULTURE SCRUTINY COMMITTEE**

**14 June 2021**

**DEVELOPING A WORK PROGRAMME 2021-2022**

**Purpose of Report**

1. This report seeks the views of Members with regard to:
  - i. the approach they wish to take to discuss and agree priorities for Committee's Work Programme for 2021/22; and
  - ii. the proposed calendar of meetings for this committee.

**Background**

2. The Constitution states that each Scrutiny Committee will set its own work programme for the forthcoming year (Scrutiny Procedure Rule 7). This Committee's terms of reference give the Committee responsibility for scrutinising, measuring and actively promoting improvement in the Council's performance in the provision of services and compliance with Council policies, aims and objectives in the following areas:

- |  |                                   |
|--|-----------------------------------|
| • Cardiff City Region City Deal                | • Leisure Centres                 |
| • Inward Investment & the Marketing of Cardiff | • Sports Development              |
| • Economic Strategy & Employment               | • Parks & Green Spaces            |
| • European Funding & Investment                | • Libraries, Arts & Culture       |
| • Small to Medium Enterprises                  | • Civic Buildings                 |
| • Cardiff Harbour Authority                    | • Events & Tourism                |
| • Lifelong Learning                            | • Strategic Projects              |
|  | • Innovation & Technology Centres |
|  | • Local Training & Enterprise     |

3. 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’.*

4. 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.

### **Developing a work programme**

5. It is suggested Committee Members hold a remote forum meeting to discuss their work programme. Ahead of the meeting, the Chair and Principal Scrutiny Officer will liaise with relevant Cabinet Members and Directors to ensure they are offered the opportunity to identify priority areas. Scrutiny officers will also review the following:
  - i. Corporate documents - including Cabinet Forward Plan, Capital Ambition, Corporate Plan, Recovery & Renewal Plans, Directorate Delivery Plans, budgetary information, performance information, risk register and audit reports
  - ii. Partnership workstreams - including Cardiff Capital Region City Deal and Cardiff Partnership Board
  - iii. Audit, Inspectorate and Regulatory reports
  - iv. Forthcoming UK and Welsh Government legislation and policy changes
  - v. Recommendations from previous Committee regarding items to include in the work programme
  - vi. Relevant public consultation responses, such as Ask Cardiff and Cardiff Research Centre consultations.

6. Information arising from these discussions and document reviews will be shared with Committee Members prior to the forum meeting. The forum meeting will need to prioritise suggested items 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.
7. Following discussions at the forum meeting, the proposed work programme will be brought to Committee for amendment and formal approval.
8. In setting their work programme, Members are advised to be mindful of Wales Audit Office advice for scrutiny committees to aim to achieve committee meetings that last no longer than three hours, whilst maintaining robust and appropriate levels of scrutiny across the terms of reference, by ensuring agendas are of a manageable size and that work occurs outside committee meetings. On average, this equates to agendas consisting of no more than two or three substantial items.
9. This timeframe takes on added significance with meetings held remotely, given advice to keep remote meetings as short as possible. Scrutiny Chairs have discussed the length of meetings and decided to aim to keep meetings to 2.5 hours, where possible.

### **Proposed Dates of Committee Meetings**

10. A report is being taken to Full Council on 24 June 2021 to enable Members to consider and agree the calendar of committee meetings, including remote monthly committee meetings for this Committee.

11. To inform the development of the calendar, Members views are sought on the following proposed dates:

- Thursday 8 July 2021 4.30pm
- Thursday 16 September 2021 4.30pm
- Thursday 7 October 2021 4.30pm or Monday 11 October 2021 4.30pm
- Thursday 11 November 2021 4.30pm
- Thursday 9 December 2021 4.30pm
- Thursday 13 January 2022 4.30pm
- Monday 14 February 2022 4.30pm – *Budget Scrutiny*
- Thursday 10 March 2022 4.30pm
- No April meetings – *pre-election period*.

### **Way Forward**

12. During their meeting, Members are asked to explore the best approach to developing the work programme for 2021-22 and comment on the proposed dates for scheduled committee meetings.

### **Legal 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 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**

14. 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. Discuss and agree the approach to developing the Committee's work programme for 2021-22, so that a final version of the programme can be brought back to the Committee for formal approval.
- II. Comment on the proposed dates for scheduled committee meetings in 2021-22.

**Davina Fiore**  
**Director of Governance & Legal Services**  
**8 June 2021**

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**CYNGOR CAERDYDD  
CARDIFF COUNCIL****ECONOMY & CULTURE SCRUTINY COMMITTEE****14 JUNE 2021**

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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 13 May 2021, Members received a report detailing the correspondence sent and received up to that meeting, showing that all responses had been received. Correspondence was sent following that meeting and the current position is set out below:
  - i. *Response Received* – from Councillor Thomas to the Chair's letter following pre-decision scrutiny of '*Greener, Fairer, Stronger: Recovery & Renewal Strategy for Cardiff*';
  - ii. *Response Received* – from Councillor Bradbury to the Chair's letter following pre-decision scrutiny of '*Let's Make Cardiff Greener, Healthier and Wilder*';
  - iii. *Response Awaited* – from Councillor Goodway to the Chair's letter following pre-decision scrutiny of '*Canal Quarter Regeneration*';
  - iv. *Response Awaited* – from Councillor Goodway to the Chair's letter following pre-decision scrutiny of '*Llanrumney Regeneration*'.
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**

**8 June 2021**

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