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**ENVIRONMENTAL SCRUTINY COMMITTEE – WORK PROGRAMME  
UPDATE**

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**Background**

1. The Constitution states that each Scrutiny Committee will set their own work programme. This is undertaken at the beginning of a municipal year and updated as the work progresses. The work programme needs to be carefully constructed so that the time available to the Committee is used most effectively.
2. The Environmental Scrutiny Committee's Terms of Reference provide the Committee with the responsibility for the scrutiny of a number of specific service areas. A copy of the terms of reference has been attached to this document as **Appendix 1**. This will remind Members of the scope of ideas that could be considered.
3. The Committee is responsible for the scrutiny of a number of policies and strategies that affect the sustainability and environment of Cardiff. It can also undertake investigations into any of these areas.
4. The construction of a work programme involves obtaining information from a range of sources, these include:
  - Information from the relevant Directorate;
  - Relevant extracts from the current Corporate Plan;
  - Suggestions and ideas put forward by the previous Environmental Scrutiny Committee;
  - Member suggestions and observations;

- Citizen and third party comments and observations;
  - Performance Information.
5. The topics gathered from the sources identified above were recorded in a document titled 'Environmental Scrutiny Committee Work Programme – Potential Work Programme Items 2017/18'; this document was considered at a meeting on the 18<sup>th</sup> July 2017 and then used to create the version of the 'Environmental Scrutiny Committee Work Programme 2017/18' that was approved at the meeting on the 5<sup>th</sup> September 2017. A copy of the 'Environmental Scrutiny Committee Work Programme 2017/18' has been attached to this report as **Appendix 2**.
  6. The current Environmental Scrutiny Committee Work Programme 2017/18 (**Appendix 2**) only nominates items for September, October and November 2017 – this is a contrast to work programmes published in previous years which set out a schedule of work for a 12 month period. In an effort to create a more relevant and reactive work programme the Chair of the Committee has decided to review and publish a three month rolling programme by updating this document on a monthly basis using an 'Environmental Scrutiny Committee – Work Programme Review'.
  7. During this item Members will be asked to suggest and agree a number of topics for inclusion in an updated version of the 'Environmental Scrutiny Committee Work Programme 2017/18'. To support this process an updated copy of the 'Environmental Scrutiny Committee Work Programme – Potential Work Programme Items 2017/18' has been attached to this report as **Appendix 3**; this document includes all potential items identified in September 2017 less those included on the current 'Environmental Scrutiny Committee Work Programme 2017/18' (**Appendix 2**).
  8. In addition to the items from **Appendix 3** Members are able to accept new suggestions from various sources including (but not limited to) those identified in paragraph 4 of this report.

## **Way Forward**

9. Members should consider the 'Environmental Scrutiny Committee Work Programme 2017/18' (**Appendix 2**) and decide on a number of topics for inclusion in an updated version of the 'Environmental Scrutiny Committee Work Programme 2017/18'.

## **Legal 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 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**

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

## **RECOMMENDATION**

The Committee is recommended to:

- i. Consider the contents of this report; and
- ii. Agree a way forward for the work programme.

**DAVINA FIORE**

**Director of Governance & Legal Services**

**27 September 2017**