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**PLANNING TRANSPORT & ENVIRONMENT – DIRECTORATE DELIVERY PLAN  
2018-2019**

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**REASON FOR THE REPORT**

1. To enable Members to gain an overview of the Planning, Transport & Environment Directorate services (which falls within the responsibilities of this Committee) and its contributions to the Council's Corporate Plan, its key achievements during the previous year and an outline of the future challenges facing the directorate.

**SCOPE OF SCRUTINY**

2. This report will provide the Committee with an opportunity to gain an understanding of the operation of the Planning, Transport & Environment Directorate and its key priorities for this year. It will also enable Members to enquire as to:
  - How these key priorities were identified and what criteria were used?
  - How was it judged that the associated key tasks would help either improve/ make the services provided more effective?
  - Identify the key challenges for the next year.

**THE COUNCIL'S STRATEGIC PLANNING FRAMEWORK**

3. The Council's integrated strategic planning framework (see diagram overleaf) sets out the "golden thread" in meeting the Council's four key priorities of:
  - Working for Cardiff;
  - Working for Wales;
  - Working for the Future;
  - Working for Public Services.



4. The Delivery Plan follows a standard format, which is:

- Introduction;
- Directorate Profile;
- Directorate Self-Assessment of Performance 2017/18;
- Moving Forward: Context, Opportunities and Challenges;
- Contributing to Cardiff's Well-Being Objectives;
- Delivering Welsh Language Standards;
- Strategic Directorate Priorities.

## **DELIVERY PLAN 2018 - 2019**

5. The Plan is attached at **Appendix 1**. To assist Members, listed below are the pages relevant for each key section:
  - Directorate Profile – **pages 3 to 8** of the Plan;
  - Directorate Self-Assessment of Performance 2017/18 – **pages 9 to 15** of the Plan;
  - Moving Forward: Context, Opportunities and Challenges – **pages 16 to 17** of the Plan;
  - Contributing to Cardiff's Well-Being Objectives – **pages 18 to 19** of the Plan;
  - Delivering Welsh Language Standards – **page 20** of the Plan;
  - Strategic Directorate Priorities – **pages 21 to 67** of the Plan.
6. The Directorate's **Self-Assessment of Performance during 2017-18** (pages 9 to 15) sets out what the Directorate has done well, what the Directorate could/should have done better and what opportunities and challenges the Directorate faced.
7. The **Moving Forward: Context, Opportunities and Challenges Section** (pages 16 to 17) sets out issues that the Directorate must take into account in planning future delivery.
8. The **Strategic Directorate Priorities** Section (page 21 onwards) sets out in detail, under each Strategic Directorate Priority, the following:
  - Summary of Priorities;
  - Key Performance Indicators;
  - Risk Management;
  - Dependencies;
  - Key Actions - Individual Headline Actions with start/end date; responsible officer; key milestones for each quarter in 2018/19; a link to an equality objective.

### **Way Forward**

9. At the meeting, Councillor Michael Michael (Cabinet Member for Clean Streets, Recycling & Environment) and Councillor Caro Wild (Cabinet Member for Strategic Planning & Environment) may wish to make statements. They will be supported by officers from the Planning, Transport & Environment Directorate who will attend to brief

the Committee on the work undertaken by the service and the key challenges facing the Directorate during the coming year.

10. Members may wish to explore the following areas:

- How the Directorate is supporting delivery of the Council's Key Priorities and Cardiff's Well-Being Objectives via the commitments detailed in the Strategic Directorate Priorities Section;
- How the Directorate's priorities were identified and what criteria were used;
- Whether the milestones and timescales for commitments are appropriate and achievable;
- What the arrangements are for monitoring the implementation of the Delivery Plan commitments;
- Whether the performance measures are appropriate and fit for purpose;
- The Directorates' resource levels and whether these are sufficient to resource the commitments in Strategic Directorate Priorities Section;
- The key challenges facing the Directorate and how they are planning for the future; and,
- The Directorate' key achievements during 2017/18.

### **Legal 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 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 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 of 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**

12. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct 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) Review the information contained in this report; and,
- (ii) Identify any issues that should be considered for inclusion on the Committee's 2018/19 work programme.

**Davina Fiore**

Director of Governance and Legal Services and Monitoring Officer

27 June 2018

