

Ref: RDB/RP/CW/04.12.2018

07 January 2019

Councillor Caro Wild,
Cabinet Member for Strategic Planning & Transport,
County Hall,
Atlantic Wharf,
Cardiff CF10 4UW.



Dear Councillor Wild,

Environmental Scrutiny Committee – 4 December 2018

On behalf of the Environmental Scrutiny Committee I would like to thank the officers for attending the Committee meeting on Tuesday 4 December 2018. As you are aware the meeting received an item titled 'Planning, Transport & Environment Directorate – Quarter 1 & 2 Performance Reports 2018/19'. The comments and observations made by Members on the areas relevant to your portfolio of responsibility are set out in this letter.

**Planning, Transport & Environment Directorate – Quarter 1 & 2
Performance Reports 2018/19'**

- **Sickness** – Members are very concerned at the ongoing high sickness rates within key services in the Directorate. In recent years they have repeatedly been told that managers are dealing with high sickness rates by closely following the Council's Sickness & Absence Policy, however, the problem persists and is actually getting worse. The Committee would like to know what is actually happening when the Council's Sickness Absence Policy is being correctly applied and why this action is not delivering the necessary improvements to sickness rates. The Committee would also like you to provide details of additional actions that the Council is able to apply, over and above the existing Council Sickness Absence Policy that might help the Directorate reduce sickness rates.

- **Agency Staff v Full Time Staff** – During the meeting a Member asked how many agency staff have continuously worked for services delivered by the Planning, Transport & Environment Directorate for more than four years. I would be grateful if you could confirm how many agency staff have been continuously for this period, and assurance that when possible long term agency staff are offered permanent positions with the Council.
- **Technology Roll Out** – At the meeting there was some conversation around the roll out of technology to drive efficiencies and how this might contribute to future savings. The Director for Planning, Transport & Environment agreed to provide the Committee with an update of the various pieces of technology currently being rolled out by the Directorate to help improve front line services, for example, Bartech and Civica Tranman. It would be appreciated if this update is made available with the reply to this letter.

There are sections of this letter that are common to the Committee letters written for both the Strategic Planning & Transport and Clean Streets, Recycling & Environment portfolios. Where this is the case the Committee is happy to receive a joint reply. I would be grateful if you would consider the above comments and provide a response to the content of this letter.

Regards,

A handwritten signature in black ink, appearing to read 'Ramesh Patel', with a stylized, cursive script.

Councillor Ramesh Patel
Chairperson Environmental Scrutiny Committee

Cc:

- Andrew Gregory - Director of City Operations
- Matt Wakelam – Assistant Director, Street Scene
- James Clemence – Head of Planning
- Paul Carter – Head of Transport
- Davina Fiore - Director of Governance & Legal Services
- Members of Cardiff's Environmental Scrutiny Committee