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**PLANNING TRANSPORT & ENVIRONMENT – DIRECTORATE DELIVERY  
PLAN 2019-2020**

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**Reason for the Report**

1. To enable Members to gain an overview of the Planning, Transport & Environment Directorate services (which fall within the terms of reference 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 1** 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.

**Diagram 1 - The Council's integrated strategic planning framework sets out the "golden thread" in meeting the Council's four key priorities.**



4. The Delivery Plan follows a standard format, which is:
- Introduction;
  - Directorate Profile;
  - Directorate Delivery Plan Self-Assessment;
  - Moving Forward: Context, Opportunities & Challenges;
  - Making the Connections: Contributing to Cardiff's Priorities & Well-being Objectives;
  - Delivering the Welsh Language Standards;
  - Strategic Directorate Priorities.

## **Delivery Plan 2019 - 2020**

5. The Plan is attached at **Appendix 1**. To assist Members, listed below are the pages relevant for each key section:
  - Directorate Profile – **pages 2 to 9** of the Plan;
  - Directorate Self-Assessment of Performance 2018/19 – **pages 9 to 19** of the Plan;
  - Moving Forward: Context, Opportunities & Challenges – **pages 19 to 22** of the Plan;
  - Contributing to Cardiff's Well-Being Objectives – **pages 23 to 24** of the Plan;
  - Delivering Welsh Language Standards – **page 25** of the Plan;
  - Strategic Directorate Priorities – **pages 26 to 68** of the Plan.
6. The Directorate Self-Assessment of Performance 2018/19 (**pages 9 to 19**) 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 & Challenges Section (**pages 19 to 22**) sets out issues that the Directorate must take into account in planning future delivery.
8. The Strategic Directorate Priorities Section (**page 26 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 2018/19.

### **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.

### **RECOMMENDATION**

The Committee is recommended to:

- (i) Consider the information in this report and the information presented at the meeting;
- (ii) Determine whether they would like to make any comments, observations or recommendations to the Cabinet on this matter; and,
- (iii) Decide the way forward for any future scrutiny of the issues discussed.

**DAVINA FIORE**

**Director of Governance & Legal Services**

**1 May 2019**