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My Ref / Fy Ref: CM30382
Your Ref / Eich Ref: T: Scrutiny/PRAP/
Comm Papers/Correspondence



County Hall
Cardiff,
CF10 4UW
Tel: (029) 2087 2087

Neuadd y Sir
Caerdydd,
CF10 4UW
Ffôn: (029) 2087 2088

Date / Dyddiad: 27 April 2015

Councillor Nigel Howells
Chair, Policy Review & Performance Scrutiny Committee
Scrutiny Services
Room 263
County Hall
Cardiff
CF10 4UW

Dear Councillor Howells

Policy Review & Performance Scrutiny Committee Q3 Performance Report

Thank you very much for your letter regarding the Quarter 3 Corporate Performance Report which was discussed at your meeting on 03 March 2015. I am grateful for your ongoing support to improving the performance management arrangements and culture across the Council.

As agreed, Group Leaders were invited to the next Challenge Forum Meeting which was held on 09 April 2015. Papers for the Challenge Forum will be provided on the basis that they are not for circulation and that your committee abide by the members Code of Conduct and our Council's Constitution. I look forward to their continued involvement in what has been an important addition to the Council's performance and improvement calendar.

With regards to point 8 of the Star Chamber cover report; this will be addressed as part of the Quarter 4 Corporate Performance reports, which will include an overview of how the actions are being addressed.

I have asked Martin Hamilton, Chief Officer for Change and Improvement, to liaise with Philip Lenz, Chief HR Officer, to bring any revised Attendance and Wellbeing Absence Policy forward for scrutiny in a timely manner. I have also asked Martin to work with the Directors for the Environment, Children's Services, Communities, Housing and Customer Services, and Education and Lifelong Learning to provide the one page briefing notes in respect of the matters that you highlighted in your letter. These briefing notes will be appended to the Quarter 4 Corporate Performance Report.

The Economic Development area faces a 33% cut to its revenue budget in 15/16 which will be felt right across the service area. This includes the Cardiff Business Council. To date the day to day management of the Cardiff Business Council has been undertaken by a dedicated OM1 post within the Economic Development service supported by 3 further staff from within the Economic Development service. The OM1 post has been deleted as part of the savings for 15/16, whilst the remaining 3 staff will remain in post.

PLEASE REPLY TO / ATEBWCH I: Cabinet Support Office / Swyddfa Cymorth Y Cabinet,
Room / Ystafell 514, County Hall / Neuadd y Sir,
Atlantic Wharf / Glanfa'r Iwerydd, Cardiff / Caerdydd,
CF10 4UW Tel / Ffon (029) 2087 2479



The loss of the Operational Managers post will be mitigated to an extent by the transfer of the Council's Culture and Events service into the Economic Development service. A review and restructure of the new service area will seek to create some additional management capacity to support the Cardiff Business Council and will bring together existing marketing resource from Culture and Events and Economic Development to deliver some additional capacity to support the Cardiff Business Council.

An update of the quality checks undertaken in respect of PPDRs will be included in the Quarter 4 Corporate Performance Report.

A copy of the Benchmarking strategy will be brought to the committee at a future date for consideration.

I trust this information addresses the points that you raised and as always I look forward to continuing to work with you and your committee to bring about improvements in the performance of the Council.

Yours sincerely,
Yn gwyir,



Councillor / Y Cynghorydd Graham Hinchey
Cabinet Member for Corporate Services & Performance
Aelod Cabinet dros Wasanaethau Corfforaethol a Perfformiad

Cc Paul Orders
Christine Salter
Martin Hamilton
Members of the Policy Review & Performance Scrutiny Committee