

Additional Information requested by E&C Work Programming Forum:

Potential Item	Background & Decision at Forum	Additional Information
Lisvane & Llanishen reservoirs	Members requested information on timescales and any other relevant factors they should take into account when thinking about scrutinising this work.	Welsh Water have overall responsibility for works at Lisvane and Llanishen Reservoirs, utilising Welsh Government 'Enabling Natural Resources' funds. Cardiff Council has a Memorandum of Understanding with Welsh Water re the reservoirs, to contribute 'in kind' resource. Officers suggest looking at this in 6-12 months' time and inviting Welsh Water to provide an update briefing.
Allotments	<p>Cllr Bradbury highlighted it would be useful to look at existing approach and how fits into Food Strategy. Cllr Henshaw highlighted to Forum that she sits on Allotments Working Group that regularly reviews existing strategy; there are many byelaws that apply to allotments.</p> <p>Members requested information on when and how the Strategy is being refreshed and what work is done to identify the demand for new allotments on new sites.</p>	<p>Officers advised that the Allotment Strategy is refreshed as an on-going activity via the Allotments Working Group. This means that they can respond as needed and refine and refocus in response to changing circumstances.</p> <p>With regard to new allotments on new sites, this falls under planning development control. Working in consultation with planning services, officers identify the requirement for open space, allotments, playing pitches etc., using TAN 16. These form part of the planning process negotiations.</p>
Playing Pitch Strategy	Cllr Bradbury highlighted that work is underway learning from good practice in N England (Bury) re how to improve management and maintenance of pitches and boost supply.	Officers have been working with consultants to learn from experiences in England. A report is being drafted for Cllr Bradbury to consider. This will lead to a report to Cabinet

	Members requested more information about this work and possible role for scrutiny.	for decision, in which case it would be available for pre-decision scrutiny; indicative timescale of January 2020.
Culture/ Music Strategy (signature event)	Cllr Henshaw raised need to ensure the work programme provided sufficient focus on Culture – Forum agreed. Members tasked the scrutiny officer to meet with relevant officers to discuss how best to achieve this. One possibility discussed by the Forum was to widen out the Music Strategy item to include a wider focus on Culture.	Draft scoping document prepared and attached as Appendix D for discussion, amendment and approval at this meeting.
Council payment policy re small contractors	<p>Cllr McGarry asked that the Committee look at how the Council pays contractors and how it ensures its policy does not have an adverse impact on small businesses.</p> <p>Members tasked the Scrutiny Officer to liaise with Procurement to see what the Council’s policy is and how it ensures small businesses are able to bid for work without being disadvantaged by payment timings.</p>	Procurement advised that the Council’s Social Procurement Policy sets out the Councils approach to working with small businesses. This includes paying all small contractors within 10 days of receiving a valid invoice, with the aim of moving to immediate payment, as part of the ‘Open Doors Charter’. Work is also undertaken to promote opportunities to small and medium enterprises, including advice sessions, ‘selling to the Council’ guide and ‘meet the buyer’ sessions for supply chains. In addition, officers are working to increase visibility re social enterprises, in terms of opportunities available to them to bid for work and work already undertaken with social enterprises.
Tourism Task & Finish	Members tasked the Scrutiny Officer to undertake paving work with service area officers	Exploratory discussion held with OM Tourism. Advised meet with Commercial Partnerships Manager and with Marketing

	<p>to see what they would find helpful for a Tourism task & finish inquiry to focus on and to use this, along with relevant findings from the recent Events Inquiry, to scope draft terms of reference. Cllr Howells and Cllr Robson would like to sit on this task group and Cllr Parkhill may be interested given his previous interest in tourism.</p>	<p>and Strategy Manager in Tourism to discuss further – meetings to be arranged.</p>
<p>Community Support for Sport (in Deprived Areas)</p>	<p>Members requested scrutiny officers liaise with service area to discuss potential scrutiny of this area. Members would like to visit Eastern High to see how they ensure community use of sports facilities. Members think it would be useful to look to see if other local authorities have good practice examples re increasing community support for sport (social capital). Members are interested in holding meeting at Eastern High School or other suitable community venue.</p>	<p>Initial discussion held with OM Parks & Sport, who welcomed possible inquiry subject to usual scoping methodology. Further discussions needed with Sports Development Manager.</p>