

## **Correspondence Update**

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### **Reason for this Report**

1. To update Members of the correspondence between the Committee and Cabinet since March 2019. Going forward this will be a standing item on the Committee's monthly agenda.

### **Correspondence**

2. Following each Scrutiny Committee meeting, the Chair writes a letter on behalf of all Members, to the relevant Cabinet Member or senior officer, summing up the Committee's comments, concerns and recommendations regarding the issues considered during that meeting. The Committee are routinely copied in to the letter when it is forwarded to the Cabinet Member. Depending on the issues highlighted, the letter usually asks for a response from the Cabinet Member to any recommendations made, and sometimes requests further information.
3. Attached to this report at **Appendices 1-9** are copies of all correspondence since March 2019, both letters sent and responses received. The table below captures all activity since March 2019. Where responses are outstanding the support officer will follow up on the Committee's behalf. There are occasions, however, that the Committee does not formally request a response.

<b>Committee</b>	<b>Scrutiny</b>	<b>Appendix</b>
3 March 2019	Delivering Capital Ambition - Modernisation	1a
3 March 2019	Cabinet Response - Modernisation	1b
10 April 2019	Delivering Capital Ambition - Resilience	2a
10 April 2019	Cabinet Response - Resilience	2b
8 May 2019	Bi-lingual Cardiff	3a
8 May 2019	Cabinet Response –Bi-lingual Cardiff	3b
8 May 2019	Property Strategy	4a
8 May 2019	Cabinet Response – Property Strategy	outstanding
8 May 2019	WAO review of CADP Governance	5a
8 May 2019	Cabinet Response – WAO review	not requested
12 June 2019	Sickness Absence	6a
12 June 2019	Cabinet Response – Sickness Absence	6b
12 June 2019	Workforce Strategy	7a
12 June 2019	Cabinet Response – Workforce Strategy	7b
10 July 2019	Annual Wellbeing report 2018-19	8a
10 July 2019	Cabinet Response – Wellbeing report 2018-19	not requested
10 July 2019	Public Services Board Annual Report 2018-19	9a
10 July 2019	Cabinet Response – PSB Annual Report 2018-19	outstanding

## **Legal Implications**

4. 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 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 of 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 on 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**

5. 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

- a. Note correspondence between the Committee and the Cabinet

**Davina Fiore**

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19 September 2019