

CORRESPONDENCE REPORT

Background

1. Following most Committee meetings, the Chair writes a letter to the relevant Cabinet Member or officer, summing up the Committee's comments and recommendations regarding the issues considered.
2. At the Committee meeting on 19 September 2019, Members received a report detailing the correspondence sent and received up to that meeting. Correspondence was sent following that Committee meeting and the one on 3 October 2019. There was no Committee meeting in November 2019, due to items needing to be delayed because of the pre-election period. The current position is set out below:
 - i. *No Response Required* – from Councillor Patel to the Chair's letter detailing the Committee's comments regarding the Cardiff Capital Region City Deal Joint Overview and Scrutiny Committee; however, Councillor Patel did respond to thank Members for their support;
 - ii. *Response Received* – from Councillor Bradbury to the Chair's confidential letter regarding the report to Cabinet titled 'Securing the Future of the New Theatre', considered at Committee on 3 October 2019.
 - iii. *No Response Required* – from Councillor Bradbury to the Chair's letter regarding the update on the Music Strategy, considered at Committee on 3 October 2019;
 - iv. *No Response Required* – from Councillor Goodway to the Chair's letter regarding the report to Cabinet on the Cardiff East Industrial Strategy, considered at Committee on 3 October 2019;

- v. *No Response Required* – from Councillor Goodway to the Chair’s letter regarding the report to Cabinet on the next stages of the International Sports Village, considered at Committee on 3 October 2019.
3. Copies of the public Chair’s letters and responses received can be found on the Council’s website page for the relevant Committee meeting, with a hyperlink provided at the top of the page, entitled ‘*correspondence following the committee meeting*’.

Way Forward

4. During their meeting, Members will have the opportunity to reflect on the correspondence update.

Legal 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 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 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

6. 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. 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 reflect on the update on committee correspondence.

Davina Fiore

Director - Governance and Legal Services

29 November 2019