

CYNGOR CAERDYDD

CARDIFF COUNCIL

COMMUNITY AND ADULT SERVICES SCRUTINY COMMITTEE

19 MAY 2021

COMMITTEE BUSINESS REPORT

Purpose of the Report

1. To provide Committee Members with an update on:

- Cardiff Council's Policy Review and Performance Scrutiny Committee Task & Finish report entitled, 'Scrutiny Impact Assessment Model'
- Committee's Forward Work Programme, May – July 2021.

Capturing & Reporting the Impact of Scrutiny

2. Between 2019–2020, Cardiff Council's Policy, Review and Performance Scrutiny Committee undertook a Task and Finish Inquiry to evaluate the impact of the scrutiny function on the delivery of Council services. For Members information, access to the Report can be found [here](#).

3. The Recommendations proposed to Cabinet included that, together with Scrutiny Services, Cabinet adopt a formal model for tracking recommendations made at Committee meetings and in task and finish inquiries in order to provide a framework and database on which a quantitative assessment of scrutiny's impact on Council services can be

captured which is then reported to Full Council on an annual basis.

4. A Briefing note attached to this report at **Appendix A** provides Committee Members with an overview of the inquiry's subsequent recommendations which are currently being piloted within the scrutiny department.

Scrutiny Services Annual Report 2020-21

5. A recent internal audit of the Council's scrutiny department put forward the following recommendation:

Review the format of the Scrutiny Committee Annual Reports so that performance measures and scrutiny impact are included in a clear and concise manner.

6. In line with this recommendation, the Policy Review and Performance Scrutiny Committee's Inquiry Report also put forward the proposal to pilot the publication of one Scrutiny Annual Report, which provides a quantitative and qualitative overview of the impact of the five scrutiny committees for the respective year.
7. It is agreed that this method be piloted for Scrutiny's 2020-21 Annual Report.

Community & Adult Services Scrutiny Committee Forward Work Programme, May – July 2021

8. Attached at **Appendix B** for Member's information is the Committee's provisional Forward Work Programme for the months, May – July 2021.

Way Forward

9. During the meeting, Members will receive a verbal overview of the briefing note and the Committee's provisional Forward Work Programme and be provided with the opportunity to raise any questions or comments.

Legal Implications

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

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:

- I. Reflect on the Appendices attached to this Report along with the verbal update provided at Committee.

DAVINA FIORE

Director of Governance and Legal Services

13 May 2021