
COMMITTEE BUSINESS

Purpose of Report

1. This report seeks Committee's approval for the first combined Scrutiny Annual Report 2020/21, attached at **Appendix A**, prior to consideration by Full Council on 24 June 2021.
2. For Committee Members to note the proposed schedule of Environmental Scrutiny Committee meeting dates for September 2021 – March 2022.

Scrutiny Annual Report 2020-21 Background

3. Cardiff Council's Constitution requires all Scrutiny Committees to report annually to the Council on their work during the past year and make recommendations for future work programmes.
4. The key drivers for a change in approach to reporting the activity of the Council's 5 scrutiny committees have been:
 - A recommendation following an Internal Audit report of Scrutiny Services;
 - The Local Government and Elections (Wales) Act 2021 emphasis on participation and engagement;
 - Recognition of the need to target a wider audience with a faster, more appealing, read;
 - Integration with improvements to the scrutiny pages of the Council's website.

5. The Report attached at **Appendix A** captures the work of all 5 Scrutiny Committees, highlighting key areas of achievement in 2020/21. It focuses on the difference made to residents, visitors, staff and businesses within the context of a Covid-19 operational environment. The Report aims to highlight how Scrutiny has influenced the way Council services are delivered; improve stakeholder understanding and interest in Scrutiny; explain how Scrutiny facilitates engagement and encourages public participation; and highlight the value of Member-led/ stakeholder informed decision making.
6. If agreed by Council the report will be available for download bi-lingually from the Council's website, in standard or large print version.
7. The report will also offer a translation in other minority languages if requested.

Proposed Dates of Committee Meetings

10. At the Annual General Meeting (AGM) of Council on 27 May 2021, Members considered provisional dates for all committee meetings, subject to further consultation with Chairs and Committees. There are seven scheduled meetings for this Committee between July 2021 and April 2022, as follows:
 - Tuesday 7 September 2021
 - Tuesday 5 October 2021
 - Tuesday 2 November 2021
 - Monday 6 December 2021
 - Tuesday 4 Jan 2021
 - Tuesday 15 Feb – Budget Proposals 2022/23
 - Tuesday 15 March
 - April 2022 – pre-election period, no scheduled meeting.

11. Members are asked to note the following:

- a. Committee meetings are generally scheduled on a Tuesday commencing at 4.30pm, apart from the Decembers 2021 meeting which is scheduled on a Monday.
- b. The February 2022 Committee meeting, which is dedicated to scrutiny of budgetary proposals is programmed to commence at 1:30pm, rather than at 4.30pm
- c. There is no meeting scheduled for April as the Local Government Elections take place in May 2022.

Way Forward

12. During the meeting, Members may wish to consider the first combined Scrutiny Annual Report 2020/21, attached at **Appendix A**, and provide any suggested amendments required to the draft document prior to its consideration by Council on 24 June 2021.

Legal Implications

13. 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

14. 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.

RECOMMENDATION

The Committee is recommended to consider, if necessary amend, and approve the draft Scrutiny Annual Report 2020/21, attached at **Appendix A**, to be laid before Council and to note the provisional committee dates, detailed in point 10 of this Report.

Davina Fiore

Director of Governance & Legal Services

9 June 2021