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COMMITTEE BUSINESS - CORRESPONDENCE UPDATE

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**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. Since the commencement of the financial year, the following replies have been received in response to letters from the Chair written on behalf of the Environmental Scrutiny Committee:
  - i. *Response Received* – from Councillor the Leader, Councillor Michael and Councillor Wild to the Chair's letter following '*One Planet Cardiff Progress Report*' in May 2021;
  - ii. *Response Received* – from Councillor Michael to the Chair's letter following pre-decision scrutiny of '*Coastal Risk Management*' in June 2021;
  - iii. *Response Received* – from Councillor Wild to the Chair's letter following pre-decision scrutiny of '*City Centre Next Steps – Castle Street and City Centre East (Phase 1 + Canal)*' in June 2021;
  - iv. *Response Received* – from Councillor Wild to the Chair's letter following pre-decision scrutiny of '*Cardiff's Bus Strategy*';
  - v. *Response Awaited* – from Councillor Wild to the Chair's letter following pre-decision scrutiny of '*Active Travel Network Map*' in July 2021;
  - vi. *Response Awaited* – from Councillor Wild to the Chair's letter following pre-decision scrutiny of '*Cycleway 1.2 – Appointment of Principal Contractor*' in July 2021;

- vii. *Response Awaited* – from Councillor Michael to the Chair’s letter following a review of ‘*Waste Collection Services*’ in July 2021.
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*’. Any copies of confidential letters have been shared with Committee Members, on a confidential basis.

### **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.

## **RECOMMENDATION**

The Committee is recommended to reflect on the update on committee correspondence.

**Davina Fiore**

**Director - Governance and Legal Services**

**29 September 2021**