

Year of Audit	Name of Audit	Lead Officer	Directorate	Recommendation	Management Response	Action Date	Oversight	Update for reporting period March 2021 - September 2021	Latest Update for current reporting period (October 2021 - March 2022)	Current RAG Status	Open/Closed
2018-19	<a href="#">Transport Vision</a>	Matthew Price	PT&E	Involvement (Extensive, independent and well-resourced consultation process undertaken with significant response to the 'Big Ideas'. However, there is scope for clearer involvement of the full diversity of citizens in the design of interventions)	Create opportunities for the full diversity of stakeholders and underrepresented groups to be involved in the design of transport interventions.	Ongoing	Environmental Scrutiny Committee	This action is ongoing. Extensive stakeholder engagement has continued to inform the development and design of the major transport infrastructure projects currently planned for the City Centre including road safety, segregated cycleway and bus priority improvements associated with addressing poor air quality as part of the Clean Air Plan. We continue to engage with underrepresented groups as part of scheme development.	This action is ongoing. Extensive stakeholder engagement has continued to inform the development and design of the major transport infrastructure projects currently planned for the City Centre and other areas including segregated cycleways and bus priority improvements associated with increasing sustainable transport, tackling climate and addressing poor air quality as part of the Clean Air Plan. We continue to engage with underrepresented groups as part of scheme development.	Green	Open
2018-19	<a href="#">Corporate Safeguarding</a>	Sian Sanders	P&C	The Council should improve its approach to safeguarding training in the following ways: • Get staff through mandatory safeguarding training more quickly and take forward the work identified by the Corporate Safeguarding Board to collate a percentage breakdown of safeguarding training compliance within each Council Directorate			Corporate Safeguarding Board/ Communities and Adult Services Scrutiny Committee/ Children & Young People Scrutiny	Training leaflet developed and will be piloted in on directorate area. • Training compliance breakdown now complete and can be seen on developing dashboard by managers	Training compliance is now monitored and broken down by directorate. The newly established corporate safeguarding governance arrangements regularly monitor progress against compliance targets and can act as a point of challenge to any areas that require additional development.  In response to recent Welsh Government guidance relating to corporate safeguarding best practice and in line with the developing safeguarding training framework, the current training module will be reviewed to ensure consistency with the minimum suggested training requirements.  Discussions are also underway with key directorates to explore best practice approaches in disseminating the necessary safeguarding messages to non desk-based staff and to ensure compliance with the agreed minimum training requirements	Amber	Open
2018-19	<a href="#">Corporate Safeguarding</a>	Sian Sanders	P&C	• Consider ways in which it could extend its safeguarding training offer, for example building on the planned Child Sexual Exploitation awareness training to be given to taxi drivers, and to provide safeguarding training to (for example) those working in the night time economy			Corporate Safeguarding Board/ Communities and Adult Services Scrutiny Committee/ Children & Young People Scrutiny	This work is now a workstream in the Night time economy task and finish group. We are meeting as a smaller group to pull together the various training packages that exist to provide a more cohesive approach. British Transport Police have undertaken some training with hotel staff in conjunction with the NSPCC and this is compressive. The police are in communication with me about 'Hotspots' (currently a cinema in the city centre, some hotels and late night food establishments) Licencing are a part of this conversation. Next meeting scheduled for 12th November.	Training developed by BTP and has been rolled out to night time economy groups including hotels and taxis. Taxi initial training and testing has been enhanced and now includes key questions relating to exploitation.  Exploitation training mapping has been undertaken with a view to a framework being developed and agreement of the training required by professionals and partner organisations.  Night time economy task and finish group are still meeting to progress additional training in this area. Some locality assessment and police operation work has been undertaken in order to best identify needs and target training and support accordingly.	Amber	Open
2018-19	<a href="#">Corporate Safeguarding</a>	Natalie Southgate	Adult Services, Housing & Communities	• Accelerate the mandatory completion of Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015 (VAWDASV) training.			Corporate Safeguarding Board/ Communities and Adult Services Scrutiny Committee	Group 1 continues to be progressed, with a particular focus on school staff, using a variety of methods. Currently waiting on guidance from Welsh Government regarding how to target harder to reach groups of staff e.g. cleaners. Group 2 continues to be successful, but is now being affected by a loss of trainers. Group 3 will begin roll-out in Q3. Waiting for publication of independent report into the National Training Framework which may require consideration of changes to delivery.	Group 1 delivery is being advertised widely and managers chased for staff who have yet to complete this mandatory module. Completions currently 82% excluding Education (70% with). Group 2 delivery continues at pace, although hampered by a reducing pool of trainers. Group 3 has been reviewed and will now be rolled out from May 22. Awaiting further guidance from WG regarding Group 6 – the new contract for the management of the National Training Framework is soon to go out to tender.	Amber	Open

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2018-19	<a href="#">Environmental Health</a>	Helen Picton	Economic Development	The Council should subject any future changes to environmental health services to a more rigorous analysis of costs, benefits and impacts. We found some evidence of cost/benefit/impact analysis being performed to enable decision-making around savings and changes to services. Whilst some consideration was given to the impact of staffing restructuring over the period between 2018-2021, members and officers acknowledged that the real impact of this will be largely unknown until £498k of savings begin to take effect.			Environmental Scrutiny Committee/ Shared Regulatory Services Joint Committee	April 2021 - The budget for the financial year 2021/22 was set following discussions with the partner councils. It was agreed that the budget should remain unchanged in light of the demands placed upon the service by the Coronavirus outbreak. The proposed analysis set out in column G will be initiated in August 2021		Green	Open
2018-19	<a href="#">Environmental Health</a>	Helen Picton	Economic Development	The Council should investigate further possibilities for commercialisation and income generation for environmental health services in order to provide additional financial capacity if funding reduces in the future.			Environmental Scrutiny Committee/ Shared Regulatory Services Joint Committee	April 2021 - The Coronavirus outbreak has caused many of the businesses in the area to close or reduce significantly their activities. New income generating opportunities have therefore been few, but existing Primary Authority relationships have been maintained with SRS offering detailed advice on Covid-19 safe practices at offices, shops, etc.		Amber	Open
2018-19	<a href="#">Environmental Health</a>	Helen Picton	Economic Development	When considering how environmental health services may need to change in the future, the Council should ensure that the distinction between statutory and non-statutory services is clearly documented and understood by decisionmakers. This will help to ensure that statutory responsibilities and powers are weighed and prioritised appropriately alongside discretionary services.			Environmental Scrutiny Committee/ Shared Regulatory Services Joint Committee			Green	Open
2018-19	<a href="#">Environmental Health</a>	Gary Jones	G&L	The Council should introduce greater independent challenge of the level and quality of services provided by the SRS under the Joint Working Agreement.	Mechanisms are in place for PC Users. Directorate/Service Areas understand requirements for compliance. Policy and Performance monitors and provides monthly compliance reports to individual Directorates/Service Areas. Mechanisms are in place for Non PC Users, and a process flow chart is under development for dissemination to all Directorate/Service Areas to achieve compliance. Directorates/Service Areas are to send Attendance Sheets to Policy Performance and Academy for monthly compliance monitoring. Policy and Performance collate a percentage breakdown of each Directorate on a quarterly basis. Third Quarter figures completed, Fourth Quarter figures available in April 2020. A video is in development to support awareness raising of safeguarding to staff in an engaging way.		Environmental Scrutiny Committee/ Shared Regulatory Services Joint Committee	Allocation of tasks to progress this recommendation within the scrutiny service have been completed and this recommendations is on track towards completion.	The focus of the stakeholders involved in achieving this recommendation has been on maintaining safe communities during the pandemic. As stakeholders return to more normal business and with the appointment of a new Head of the SRS, the effective collaboration essential to deliver this outcome to support greater independent challenge can be developed.	Amber	Open
2018-19	<a href="#">Environmental Health</a>	Helen Picton	Economic Development	The Council should work with SRS to undertake a review of business continuity and succession planning arrangements in relation to the SRS to mitigate the risk of overreliance on key individuals, such as the Head of SRS and operational managers.			Environmental Scrutiny Committee/ Shared Regulatory Services Joint Committee	April 2021 - This process has begun through the employing authority's succession planning protocols.		Amber	Open
2018-19	<a href="#">Environmental Health</a>	Helen Picton	Economic Development	The Council should more clearly link any future decisions on changes to service levels to an assessment of impact on relevant stakeholders, including service users and residents. Whether consultation is necessary, and the most appropriate means of consulting should be decided on a case-by-case basis. However, where changes are likely to impact service users, businesses and local residents, they should be aware of and consulted on these decisions.			Environmental Scrutiny Committee/ Shared Regulatory Services Joint Committee	April 2021 - The consultation process on the SRS Business Plan will commence again this month. The plan is likely to address the means by which the SRS recovers "lost ground" as a consequence of the coronavirus outbreak. Any discussions on changes which may impact service users are more likely to be considered through the budget review process of August 2021		Green	Open
2018-19	<a href="#">Environmental Health</a>	Helen Picton	Economic Development	The Council needs to build on initiatives, such as the Noise app, to ensure that future funding reductions can be mitigated by innovation and transformation in service delivery and that environmental health services are able to benefit from new technologies.			Environmental Scrutiny Committee/ Shared Regulatory Services Joint Committee	April 2021 - The ICT review scheduled for 2020/21 has been delayed, but will address the use of new technology to improve service delivery.		Amber	Open

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2019-20	<a href="#">Review of Leisure</a>	Steve Morris	Economic Development	Establish a clear strategy, vision and clear priorities for leisure services, which incorporates consideration of the WFG Act. This should be used to guide the delivery of services provided by GLL.	<b>ACCEPT:</b> The need for a Sport, Health and Physical Activity Strategy was identified and included in the Corporate Plan 20/21 and 21/22. The Health and Wellbeing of Future Generations Act and the recent Sport Wales vision provide the platform to ensure Cardiff aligns its priorities to achieve the objectives that both of these set out. A number of stakeholder forums have taken place and a strategy group has been established to include Public Health, HE/FE, NGBs, Vale of Glamorgan, GLL and other delivery partners. The aim is to have a finalised strategy by March 2022.		Economy & Culture Scrutiny Committee	The draft Strategy is complete and will be tested with a number of stakeholder forums throughout October with a view to presenting to Scrutiny and Cabinet in December.	The Strategy was presented to both Scrutiny and Cabinet in Q4. Cabinet approved the strategy and ratified the governance arrangements. The stakeholder groups have been established and work has commenced to develop action plans for each key theme of the strategy.	Green	Open
2019-20	<a href="#">Review of Leisure</a>	Steve Morris	Economic Development	Consider how it can strengthen application of the sustainable development principle through the services delivered by GLL, including: <ul style="list-style-type: none"> <li>Adopt a more strategic approach to collaboration which ensures all organisations including Cardiff and the Vale Health Board/Public Health and the Third Sector are involved in planning and developing GLL and other leisure services at a local and regional level.</li> <li>Further integrate the planning and delivery of GLL Leisure Services with other public bodies and Council services, such as Education and Social Care.</li> <li>Listen to, and involve, service users in the development and delivery of GLL and leisure services to ensure they represent the needs and aspirations of the full diversity of local communities they serve</li> </ul>	<b>ACCEPT:</b> - GLL local, regional and national management are involved as key stakeholders for the emerging Sport, Health and Physical Activity Strategy, along with Public Health and the Vale of Glamorgan Council and their Leisure provider, Parkwood. A multi-agency approach is planned to develop the strategy. - We have put a strong emphasis on Social Value by way of calculating and measuring the impact of attendance in GLL facilities. A number of partnerships are in place to target specific hard-to-reach and under-represented groups, which bring joint collaboration between internal and external partners. The social value calculator is used when reporting progress to the partnership board. However, we note that further engagement with alternative services and potential stakeholders is required. - Consultation with customers and key stakeholders is critical in developing the most appropriate services and programmes in an ever-evolving leisure and physical activity arena. Further work is being carried out to determine needs and trends to be reflected in the Service Specification Review.		Economy & Culture Scrutiny Committee	Local Partnerships have been engaged to carry out a full independent review of the contract including the potential for improved partnership and collaboration. The work will consider both internal and external opportunities as well as benchmarking with neighbouring Local Authorities and Core Cities. A number of group forums and one to one sessions have taken place and a workshop is scheduled for October to bring back the initial finding to the Senior Group with a view to completing the report and recommendation in November.	Local Partnership completed the report and this has been approved by the Senior Management group and Leisure Client. The report will be taken to Scrutiny and Cabinet in the new financial year to consider the recommendations.	Green	Open
2019-20	<a href="#">Review of Leisure</a>	Steve Morris	Economic Development	Improve contract management arrangements to ensure they monitor delivery of the revised specification in a transparent and systematic way.	<b>ACCEPT:</b> The governance and monitoring in place has been reviewed to ensure the contract Service Specification is kept up to date, amended where applicable and responsive to changing trends and habits. The revised Service Specification will also be reported to Cabinet. Client monitoring remains in place and includes weekly officer meetings, quarterly performance reviews with senior officers from both the Council and GLL, and the Partnership Liaison Board, which also meets quarterly with the Cabinet Member for Leisure and Culture and the Cabinet Member for Finance and Resources.			The impact of COVID is still being understood and therefore the governance arrangements that are in place continue but, with a focus on restarting facilities and reviewing finances to seek support from the Hardship Fund. Monitoring of the reopening of centres has been a key function of the Client Team who are looking to reset KPIs based on a comparable year which is now likely to be 2022/23 for a realistic post COVID benchmark. Local Partnership have included a review of client management and monitoring and are comparing with other similar contracts in Wales and the UK. Report due to be completed in November.	The Local Partnerships report has reflected on the current governance and benchmarked with other core cities and Local Authorities where they have outsourced their Leisure function. The report will be taken to Cabinet to consider the recommendations and any changes to the governance arrangements. It was generally considered that the governance in place was fit for purpose and robust. However, consideration should be given for a "lighter touch" arrangement to be commensurate with other similar contract arrangements and to allow greater flexibility for GLL to operate and implement change.	Green	Open
2019-20	<a href="#">Review of Leisure</a>	Steve Morris	Economic Development	Undertake a systematic review of the GLL contract service specification to ensure it is fit for purpose and supports the delivery of the Council's vision for its leisure services and is in accordance with the WFG Act.	<b>ACCEPT:</b> The contract has been running for 4 years with the initial years focussing on partnership, compliance, introduction of new systems, implementing capital improvements and developing new ways of working. Given that the Service Specification was written before the introduction of the Wellbeing of Future Generations Act, it has been agreed that a review is essential to test whether it is still fit for purpose, meets current trends and needs, and contributes to the Act where possible.		Economy & Culture Scrutiny Committee	The Local Partnerships work, as aforementioned, is near completion and will be presented as a report with recommendations in November. Legal, Procurement and Finance are testing and advising on the ability to make contract variations to improve the sustainability of the contract without compromising the current agreement or procurement rules. VAT implications are being considered to ensure any contract variations do not put the Council at serious financial risk as a result of any transfer of facilities or amendments to contractual obligations.	The Local Partnership review is complete and recommendations will be taken to Scrutiny and Cabinet. The Service Specification will be aligned to key strategic themes including WFG Act, Sport Wales Vision and Corporate Plan. Changes in customer needs since the pandemic will be reflected in any changes to the service specification.	Green	Open
2019-20	<a href="#">Review of Leisure</a>	Steve Morris	Economic Development	Ensure that the Council effectively considers the long-term financial and well-being risks of the leisure contract in its corporate risk management processes.	<b>NOTED:</b> The Directorate Delivery Plan now includes more robust monitoring and reporting measures of performance and risk. Risks are escalated to the Corporate Risk register and to Senior Management Team; these are reported quarterly.		Economy & Culture Scrutiny Committee	Risks continue to be reported through Directorate Delivery Plan and Corporate Risk quarterly processes. The financial sustainability of the contract is continually under review with colleagues in Finance with GLL - with more robust, longer term financial projections completed. Social value and wellbeing targets are aligned to our own Capital Ambition and various policies in the Council. The Hardship Fund has been extended to March 2022 which is being scrutinised and reported through Finance prior to submission to WG.	Risks continue to be reported through Directorate Delivery Plan and Corporate Risk quarterly processes. The financial sustainability of the contract is continually under review with colleagues in Finance with GLL - with more robust, longer term financial projections completed. Social Value and Wellbeing targets are aligned to our own Capital Ambition and various policies in the Council. The Hardship Fund ceases in March 2022 and GLL are confident that a return to full membership can be achieved as this is being reflected in English contracts who are running a few months ahead of Wales in terms of recovering from lockdown. The Local Partnership report has recommended a number of	Green	Open

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2019-20	<a href="#">Review of Leisure</a>	Steve Morris	Economic Development	Improve reporting arrangements to ensure members receive a full and timely account of contract performance which includes revenue/expenditure.	<b>ACCEPT:</b> In addition to the current governance structure and reporting to the Partnership Liaison Board, reports are taken quarterly through the Corporate process, and financial performance is monitored effectively and reported through the Corporate Risk Register.		Economy & Culture Scrutiny Committee	In Q2 an Officer Workshop was held with Local Partnerships to discuss initial review findings, which will inform service improvements. A Cabinet briefing to present on findings is scheduled for November 2021.	As previously stated the Local Partnership report will be taken to Scrutiny and Cabinet in 2022/23 for consideration. An end of year report will be produced and submitted to the Leisure Client by GLL. This report will be circulated to Cabinet Members and will include the end of year financial position.	Green	Open
2020-21	<a href="#">HMIP Inspection of Youth Offending Services</a>	Deborah Driffield	Childrens	<b>The Cardiff Youth Offending Service Management Board</b> should develop members' knowledge and understanding of their role as Board members and the service's work and provide effective challenge to partners.			Children & Young People Scrutiny Committee/ Youth Justice Board	<b>September 2021</b> - The Board Members Handbook has been updated and distributed. There is a regular schedule of quarterly meeting. Month 1, Board meeting, then Month 2, Focus Session, then Month 3, pairing session. The focus of the pairing and focus sessions this year is on National standards. The Board chair provides monthly briefings to Board members and staff.	March 22: This is ongoing. Pairing groups and focus sessions to continue. Subject matters to be confirmed through the development of the new strategy.	Green	Open
2020-21	<a href="#">HMIP Inspection of Youth Offending Services</a>	Deborah Driffield	Childrens	<b>The Cardiff YOS Manager</b> should review the management structure, communication and lines of accountability to ensure that the quality of safeguarding and public protection work improves.			Children & Young People Scrutiny Committee/ Youth Justice Board	<b>September 2021</b> - The new management structure has been agreed, the posts are out to advert.	March 22: All new managers in place. YIS Practice manager is the lead for Safeguarding. Risk Management planning across the service is being reviewed.	Amber	Open
2020-21	<a href="#">HMIP Inspection of Youth Offending Services</a>	Deborah Driffield	Childrens	<b>The Cardiff YOS Manager</b> should develop and update policies, procedures and guidance that will enable all staff to deliver quality work.			Children & Young People Scrutiny Committee/ Youth Justice Board	<b>September 2021</b> - The stage 4 policies were agreed at CYB in June 2021. Stage 1 and 2 policies have been reviewed, stage 3 policies will be due for review in March 22. Stage 5 policies will be presented to Board in December 21.	March 22: All policies continue to be reviewed regularly by YIS management team.	Green	Open
2020-21	<a href="#">HMIP Inspection of Youth Offending Services</a>	Deborah Driffield	Childrens	<b>The Cardiff YOS Manager</b> should have oversight of all YOS cases where there are safeguarding and public protection issues, making sure that appropriate referrals are made, and joint work takes place as needed.			Children & Young People Scrutiny Committee/ Youth Justice Board	<b>September 2021</b> - The YIS OM is contributing to the SAFE pilot and rollout regarding children t risk of exploitation.	March 22: Current arrangements to continue. YIS commissioned training to be delivered across Children's Service.	Green	Open
2020-21	<a href="#">HMIP Inspection of Youth Offending Services</a>	Deborah Driffield	Childrens	<b>Local authority education services</b> should develop effective strategies to encourage children who speak Welsh to access services in their preferred language, and to use, develop and recognise the value of the language as an employment skill.			Children & Young People Scrutiny Committee/ Youth Justice Board	<b>September 2021</b> - Following a report by the YIS OM, a work plan has been put in place by the YIS OM to ensure a gold standard offer to all those young people who wish to receive the service in Welsh. This has been shared with YIS subcommittee as well as the YJB Hwb Doeth and taken forward via education as joint piece of work.	March 22: Remains the same. Focus now on improving the availability and stability of education provisions for Young People to improve their outcomes. New post created within education to monitor Youth Justice work.	Green	Open