

**COMMITTEE BUSINESS – SCRUTINY ANNUAL REPORT 2022/23**

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**Purpose of Report**

1. This report seeks Committee's approval for the combined Scrutiny Annual Report 2022/23, attached at **Appendix A**, prior to consideration by Full Council on 29 June 2023.
2. For Committee Members to note the proposed schedule of Environmental Scrutiny Committee meeting dates for September 2023 – May 2024.

**Scrutiny Annual Report 2022-23 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 five 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 five Scrutiny Committees, highlighting key areas of achievement in 2022/23. It focuses on the difference made to residents, visitors, staff and businesses. 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**

8. At the Annual General Meeting (AGM) of Council on 25 May 2023, Members considered provisional dates for all committee meetings, subject to further consultation with Chairs and Committees. There are nine scheduled meetings for this Committee between September 2023 and May 2024, as follows:

- Thursday 14<sup>th</sup> September 2023
- Thursday 12<sup>th</sup> October 2023
- Thursday 16<sup>th</sup> November 2023
- Thursday 07<sup>th</sup> December 2023
- Thursday 11<sup>th</sup> January 2024
- Tuesday 27<sup>th</sup> February 2024 – Budget Proposals 2024/25
- Thursday 14<sup>th</sup> March 2024
- Thursday 18<sup>th</sup> April 2024
- Thursday 9<sup>th</sup> May 2024

9. Members are asked to note the following:
  - a. Committee meetings are generally scheduled on a Thursday commencing at 4.30pm.
  - b. The February 2022 Committee meeting, which is dedicated to scrutiny of budgetary proposals is currently programmed to commence at 10:00am, rather than at 4.30pm

#### **Way Forward**

10. During the meeting, Members may wish to consider the 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 29 June 2023.

## **Legal Implications**

11. 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**

12. 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 8 of this Report.

**Davina Fiore**

**Director of Governance & Legal Services**

**9 June 2023**