

**COMMITTEE BUSINESS REPORT**

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**Background**

1. At the Committee meeting on 16 September 2015 Members discussed how they wished to deal with future reports concerning committee business, such as correspondence reports and work programme reports. Members decided to combine these within an overarching Committee Business report. This would include a correspondence update schedule, detailing the areas of the Chair's letters that required response and detailing the response received.

**Correspondence update**

2. 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 during that meeting. At the Committee meeting on 16 September 2015 Members received a report detailing the Committee-related correspondence sent and received by the Committee relating to committee meetings held on 13 May 2015, 8 July 2015 and, jointly with Children & Young People's Scrutiny Committee, on 29 July 2015.
3. Attached as **Appendix A** is a correspondence schedule which provides the following information:
  - i. Date the letters were sent;
  - ii. To whom the letter was addressed;
  - iii. The key recommendations set out in the Chair's letters;
  - iv. Date the response was received; and
  - v. The response of the Cabinet Member(s) to those recommendations.

4. The schedule attached at **Appendix A** shows:
- i. *Awaiting Response* - from Christine Salter to the Chair's Letter regarding evaluation process for proposed savings, considered at Committee on 8 July 2015.
  - ii. *Awaiting Response* – from Councillors Elsmore and Lent to the letter from Councillor Richard Cook, Chair Joint Committee of Children & Young People Scrutiny Committee and Community & Adult Services Scrutiny Committee, following scrutiny of the draft Director of Social Services Annual Report, considered at Committee on 29 July 2015.
  - iii. *Awaiting Response* - from Councillors Elsmore and De'Ath to the Chair's letter regarding the scrutiny of progress in implementing policy commitments re Older People and pre-decision scrutiny of the Local Ageing Well Plan, considered at Committee on 16 September 2015
  - iv. *Response Received* – from Councillor Elsmore, to the recommendations contained in the Chair's letter to improve the report to Cabinet, following pre-decision scrutiny of the draft Cabinet report on the future provision of substance misuse counselling services, considered at Committee on 16 September 2015
  - v. *Awaiting Response* - from Councillor Elsmore to the Chair's letter containing recommendations to improve performance monitoring , considered at Committee on 16 September 2015.

### **Work Programme Update**

5. At the Committee Meeting on 16 September 2015, Members considered initial scoping reports for proposed task group inquiries and decided to prioritise the Night Time Economy Crime and Disorder Inquiry. The suggestion for a Night Time Economy Crime and Disorder scrutiny was made by South Wales Police, who specifically asked for scrutiny focusing on how, in times of austerity, partners can work together to ensure a sustainable operating model for managing the night time economy and major events, as well as scrutiny of licensing hearings.

6. Members requested that the more detailed scope for the Inquiry be brought to this Committee for consideration and amendment. This is attached at **Appendix B** and shows draft title, terms of reference, meeting schedule and proposed timings and outcomes. Members will see that meetings 2 and 3 are the same; this is to allow for flexibility with witness availability.

### **Way Forward**

7. During their meeting, Members may wish to reflect on the responses received to the Chair's letters. Members may also wish to discuss and agree any amendments required to the scope for the Inquiry.

### **Legal Implications**

8. 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**

9. 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. note the content of the letters contained in the appendices; and
- II. discuss and agree any amendments to the proposed scope for the 'How To Reduce Crime And Disorder In The Night Time Economy In A Time Of Austerity' Inquiry ;
- III. approve the scope for the 'How To Reduce Crime And Disorder In The Night Time Economy In A Time Of Austerity' Inquiry, as amended by the decisions above.

**Marie Rosenthal**

**Director of Governance and Legal Services**

**01 October 2015**