

Committee Business Report

Purpose of this Report

1. To update Members on:
 - a. The Scrutiny Annual Report 2022/23.
 - b. The RLDP scrutiny task & finish group
 - c. Proposed dates of committee meetings 2023/24

Scrutiny Annual Report 2022/23

2. The 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. This constitutes one combined Scrutiny Annual Report capturing the work of five scrutiny committees.
3. The Scrutiny Annual Report 2022/23 attached at **Appendix 1** is draft and will be considered by all five scrutiny committees at their June committees. Final adjustments and comments will be made to the draft report prior to its presentation to Full Council on 29 June 2023.
4. The final Scrutiny Annual Report to Council will focus on the difference made to residents, visitors, staff, and businesses over the year, highlighting 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.

5. If agreed by Council the report will be available for download bi-lingually from the Council's website, in standard or large print version and will also offer a translation in other minority languages if requested.

RLDP Task & Finish Group

6. The RLDP will help shape Cardiff for the next 15 years to 2036, ensuring the right development happens in the right place at the right time, benefitting communities and the economy and setting out which areas need to be protected. The Plan is a high-level policy document which impacts on all 5 Scrutiny Committee's Terms of Reference. It will also be the final Plan produced by Cardiff Council.
7. The next stage of the RLDP will commence with a consultation on the preferred strategic options. This is currently programmed for July 2023. Scrutiny Chairs have agreed that the most effective way to scrutinise this stage of the RLDP would be via a joint Group including all Scrutiny Chairs and 1-2 additional Members from each individual scrutiny committees – from this committee Councillors Ash-Edwards, Henshaw, Hunt, and Thomson.
8. The next meeting of the RLDP Group will take place on **Friday 7th July 2023**, and an update will be reported to this meeting in September.

Proposed Dates of Committee Meetings

9. Scrutiny Committees meet on a monthly basis with the exception of August.

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.

10. Members are asked to note that for this committee dates are ***provisionally scheduled*** until December 2023 only, when it is anticipated that the implementation of a second conferencing system and additional staff recruited to Democratic Services will enable more effective timetabling. Therefore, at this point in time the following 6 dates are scheduled.

- **Wed 12 July 2023 4:30pm**

- **Wed 20 September 2023 4.30pm**
- **Wed 18 October 2023 4:30pm**
- **Wed 22 November 2023 4:30pm**
- **Wed 13 December 2023 4:30pm**
- **Wed 28 February 2024 10am**

11. Members are asked to note that the February 2024 Committee meeting, which is dedicated to scrutiny of budgetary proposals is currently programmed to commence at 10:00am, rather than at 4.30pm. The timings of budget meetings of the Scrutiny Committees in February are subject to change depending on the number of budget considerations within the remit of each committee

Way Forward

12. During the meeting, Members may wish to consider the Scrutiny Annual Report 2022/23, attached at **Appendix 1**, and provide any suggested amendments required to the draft document prior to its consideration by Council on 29 June 2023.

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 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.

RECOMMENDATIONS

Members are recommended to:

- a. Consider, if necessary amend, and approve the draft Scrutiny Annual Report 2022/23, attached at **Appendix 1**.
- b. Note the date of the next RLDP task group – 7th July 2023.
- c. Note the provisional committee dates, detailed in point 10 of this report.

Davina Fiore

Director Governance & Legal

14 June 2023