

## Correspondence

The Governance and Audit Committee and each of the Council's Scrutiny Committees have established an arrangement to share and inform each other of their work programmes, enquiries and outcomes.

As part of this process, the Chair of the Governance and Audit Committee and the Audit Manager have been copied into Scrutiny Committee letters over the reporting period. Where responses have been received at the time of reporting, these are also included for information.

Each of the letters have been reviewed by the Audit Manager who has provided relevant comments to the Committee Chairperson. The reporting period covered a time when the budget setting process for 2024/25 took place, where there were naturally a number of letters from Scrutiny to note.

The information contained within the letters published is useful for Governance and Audit Committee Member awareness of the activities and lines of enquiry of the Council's Scrutiny Committees.

**In considering the terms of reference of the Governance and Audit Committee, and the correspondence received, it is not considered that any updates to the Committee work programme are required.**

For the information of the wider Committee, the published letters since the last Committee meeting were as follows.

For wider information the published Scrutiny Committee work programmes are also linked within this document.

**Chris Pyke**

**Audit Manager  
18 March 2024**

### Children and Young People Scrutiny Committee

| Committee Date                           | Agenda/<br>Minute No | Item Background Papers  | Correspondence Following<br>Committee Meeting           |
|--|----------------------|---|---|
| Tuesday 5 <sup>th</sup><br>December 2023 | Minute No.<br>39     | <a href="#">Schools Pandemic Recovery Update</a>  | <a href="#">Link to Correspondence</a><br>(pages 3-6)   |
| Tuesday 5 <sup>th</sup><br>December 2023 | Minute No.<br>39     | <a href="#">Schools Pandemic Recovery Update</a>  | <a href="#">Link to Correspondence</a><br>(pages 7-11)  |
| Monday 15 <sup>th</sup><br>January 2024  | Agenda<br>Item 4     | <a href="#">School Organisation Planning: Primary School Places to Serve Cathays and Parts of Gabalfa, Heath, Llandaff North and Plasnewydd</a> | <a href="#">Link to Correspondence</a><br>(pages 3-4)   |
| Monday 26 <sup>th</sup><br>February 2024 | Agenda<br>Item 5     | <a href="#">Draft Budget Proposals 2024/25 and Draft Corporate Plan 2024-2027</a>   | <a href="#">Link to Correspondence</a><br>(pages 11-20) |
| Monday 26 <sup>th</sup><br>February 2024 | Agenda<br>Item 4     | <a href="#">Cardiff Education: Collaboration and Federation Strategy</a>  | <a href="#">Link to Correspondence</a><br>(pages 3-9)   |
| Monday 26 <sup>th</sup><br>February 2024 | Agenda<br>Item 4     | <a href="#">Draft Budget Proposals 2024/25</a> (response)   | <a href="#">Link to Correspondence</a><br>(pages 21-25) |

## Community and Adult Services Scrutiny Committee

| Committee Date                           | Agenda/<br>Minute No. | Item Background Papers   | Correspondence Following<br>Committee Meeting           |
|--|-----------------------|--|---|
| Monday 11 <sup>th</sup><br>December 2023 | Minute No.<br>29      | <a href="#">Housing Emergency (response)</a>   | <a href="#">Link to Correspondence</a><br>(pages 11-12) |
| Monday 26 <sup>th</sup><br>February 2024 | Agenda<br>Item 4      | <a href="#">Draft Corporate Plan 2024-2027 and Draft Budgetary Proposals 2024-2025</a> | <a href="#">Link to Correspondence</a><br>(pages 3-8)   |

## Economy and Culture Scrutiny Committee

| Committee Date                            | Agenda/<br>Minute No | Item Background Papers   | Correspondence Following<br>Committee Meeting           |
|---|----------------------|--|---|
| Tuesday 16 <sup>th</sup><br>January 2024  | Agenda<br>Item 4     | <a href="#">Skateboard Amenity Strategy</a>  | <a href="#">Link to Correspondence</a><br>(pages 3-5)   |
| Tuesday 16 <sup>th</sup><br>January 2024  | Agenda<br>Item 4     | <a href="#">Skateboard Amenity Strategy (response)</a>                               | <a href="#">Link to Correspondence</a><br>(pages 7-8)   |
| Tuesday 16 <sup>th</sup><br>January 2024  | Agenda<br>Item 5     | <a href="#">Atlantic Wharf Regeneration Update</a>                                   | <a href="#">Link to Correspondence</a><br>(pages 9-13)  |
| Tuesday 16 <sup>th</sup><br>January 2024  | Agenda<br>Item 6     | <a href="#">Shared Prosperity Fund</a>   | <a href="#">Link to Correspondence</a><br>(pages 15-17) |
| Tuesday 27 <sup>th</sup><br>February 2024 | Agenda<br>Item 4     | <a href="#">Draft Corporate Plan 2024-2027 and draft Budgetary Proposals 2024/25</a> | <a href="#">Link to Correspondence</a><br>(pages 3-9)   |
| Tuesday 27 <sup>th</sup><br>February 2024 | Agenda<br>Item 4     | <a href="#">Draft Budget Proposals 2024/25 (response)</a>                            | <a href="#">Link to Correspondence</a><br>(pages 11-14) |

## Environmental Scrutiny Committee

| Committee Date                            | Agenda/<br>Minute No | Item Background Papers   | Correspondence Following<br>Committee Meeting           |
|---|----------------------|--|---|
| Thursday 7 <sup>th</sup><br>December 2023 | Minute No.<br>36     | <a href="#">Chair's Letter 04 December 2023 - Recycling &amp; Waste Management</a> | <a href="#">Link to Correspondence</a><br>(pages 9-10)  |
| Thursday 7 <sup>th</sup><br>December 2023 | Minute No.<br>31     | <a href="#">RNIB Briefing</a>  | <a href="#">Link to Correspondence</a><br>(pages 11-15) |
| Thursday 11 <sup>th</sup><br>January 2024 | Agenda<br>Item 5     | <a href="#">Cardiff Parking Plan</a>   | <a href="#">Link to Correspondence</a><br>(pages 3-6)   |
| Thursday 11 <sup>th</sup><br>January 2024 | Agenda<br>Item 4     | <a href="#">Cardiff Bus Interchange</a>  | <a href="#">Link to Correspondence</a><br>(pages 7-10)  |
| Thursday 11 <sup>th</sup><br>January 2024 | Agenda<br>Item 6     | <a href="#">Recycling Strategy for Cardiff</a>                                     | <a href="#">Link to Correspondence</a><br>(pages 11-13) |
| Tuesday 27 <sup>th</sup><br>February 2024 | Minute No.<br>47     | <a href="#">Draft Budget 2024/25 and the Draft Corporate Plan 2024- 27</a>         | <a href="#">Link to Correspondence</a><br>(pages 3-9)   |

## Governance & Audit Committee

| Committee Date                           | Agenda/<br>Minute No | Item Background Papers   | Correspondence Following<br>Committee Meeting         |
|--|----------------------|--|---|
| Tuesday 23 <sup>rd</sup><br>January 2024 | Agenda<br>Item 4     | <a href="#">Special Purpose Vehicle &amp; Outstanding Internal Audit Recommendations Update</a>            | <a href="#">Link to Correspondence</a><br>(pages 3-4) |
| Tuesday 23 <sup>rd</sup><br>January 2024 | Agenda<br>Item 4     | <a href="#">Special Purpose Vehicle &amp; Outstanding Internal Audit Recommendations Update</a> (response) | <a href="#">Link to Correspondence</a><br>(pages 5-8) |
| Tuesday 23 <sup>rd</sup><br>January 2024 | Agenda<br>Item 7     | <a href="#">Audit Wales Fee</a>  | Link Currently Not Available                          |

## Policy Review and Performance Scrutiny Committee

| Committee Date                              | Agenda/<br>Minute No  | Item Background Papers  | Correspondence Following<br>Committee Meeting           |
|---|-----------------------|---|---|
| Wednesday 10 <sup>th</sup><br>January 2024  | Agenda<br>Item 4      | <a href="#">Budget Consultation 2024/25</a>                                       | <a href="#">Link to Correspondence</a><br>(pages 3-6)   |
| Wednesday 10 <sup>th</sup><br>January 2024  | Agenda<br>Item 5      | <a href="#">Participation Strategy</a>  | <a href="#">Link to Correspondence</a><br>(pages 7-11)  |
| Wednesday 10 <sup>th</sup><br>January 2024  | Agenda<br>Item 6      | <a href="#">Central Transport Services</a>  | <a href="#">Link to Correspondence</a><br>(pages 13-17) |
| Wednesday 28 <sup>th</sup><br>February 2024 | Agenda<br>Item 4      | <a href="#">Draft Corporate Plan 2024-27</a>                                      | <a href="#">Link to Correspondence</a><br>(pages 3-6)   |
| Wednesday 28 <sup>th</sup><br>February 2024 | Minute No.<br>61      | <a href="#">Draft Budget Proposals 2024/25</a>                                    | <a href="#">Link to Correspondence</a><br>(pages 7-13)  |
| Wednesday 28 <sup>th</sup><br>February 2024 | Agenda<br>Items 4 & 5 | <a href="#">Response in relation to the 2024/25 Budget and<br/>Corporate Plan</a> | <a href="#">Link to Correspondence</a><br>(pages 15-17) |

## Scrutiny Work Programmes

| Committee Date                               | Agenda/<br>Minute No | Item Background Papers   | Latest Published Work<br>Programme   |
|--|----------------------|--|--|
| Tuesday 17 <sup>th</sup><br>October 2023     | Minute No.<br>25     | <a href="#">Children and Young People Scrutiny Committee</a>         | <a href="#">Committee Business Report –<br/>CYPSC Work Programme<br/>2023/24</a> |
| Monday 18 <sup>th</sup><br>September 2023    | Minute No.<br>14     | <a href="#">Community &amp; Adult Services Scrutiny Committee</a>    | <a href="#">Work Programme 2023/24</a>   |
| Tuesday 21 <sup>st</sup><br>November 2023    | Minute No.<br>51     | <a href="#">Economy &amp; Culture Scrutiny Committee</a>             | <a href="#">Work Programme Update</a>  |
| Thursday 6 <sup>th</sup> July<br>2023        | Minute No.<br>17     | <a href="#">Environmental Scrutiny Committee</a>                     | <a href="#">Committee Business Work<br/>Programming Planning 2023/24</a>         |
| Wednesday 20 <sup>th</sup><br>September 2023 | Minute No.<br>24     | <a href="#">Policy Review and Performance Scrutiny<br/>Committee</a> | <a href="#">Work Programming 2023/24</a>   |