

**SWYDDFA CYMORTH Y CABINET
CABINET SUPPORT OFFICE**

Fy Nghyf / My Ref : CM32402
Eich Cyf / Your Ref : RDB/NH/BD/26.08.15
Dyddiad / Date: 13th October 2015



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Appendix 6

Councillor Nigel Howells
Cardiff County Council
Atlantic Wharf
Cardiff
CF10 4UW

Annwyl / Dear Nigel

**Joint Environment And Policy Review And Performance Scrutiny Committee
Infrastructure Services Alternative Delivery Models Consideration Of Called In
Cabinet Decision Cab/15/24 26 August 2015**

Thank you for your letter dated 1st September 2015 which was received on 7th October 2015.

I was pleased that at the Call-in meeting of 26th August 2015 that the Committee Members voted unanimously not to refer the matter back to Cabinet and, therefore, the decision taken by Cabinet on the 16th July 2015 now stands.

Your letter stressed the importance of ensuring that detailed consultation and engagement with staff and trade unions is undertaken on a regular basis during the development of the Full Business Case. As previously advised, at the outset of the project, the engagement of key stakeholders, including Members, Unions, staff and Cardiff residents, was identified as an important factor in the ultimate success of the project. A Stakeholder Engagement Plan was therefore developed and implemented at an early stage and this has been reviewed and updated on a regular basis as the project has progressed. Details of the engagement with Unions and Staff during the Outline Business Case phase were shared at the Call-in Meeting.

A Stakeholder Engagement Strategy and Plan have now been prepared for the Full Business Case phase of the project. In preparing the Strategy, a stakeholder mapping exercise was undertaken to identify the 'audiences' that need to be engaged. Monthly meeting with the Union Branch Secretaries have been set up and initial meetings with the Unions have already taken place. Employee engagement will be critical to the success of the project and it is intended to establish 'Project Champions' from the workforce, ensuring that employees are represented from each service area are involved.

I trust this is of assistance. However, if you have any queries, please let me know.

Yn gwyir
Yours sincerely

**Councillor / Y Cynghorydd Bob Derbyshire
Cabinet Member for Environment
Aelod Cabinet Dros Yr Amgylchedd**

PLEASE REPLY TO / ATEBWCH I : Cabinet Support Office / Swyddfa Cymorth Y Cabinet,
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