Policy Review and Performance Scrutiny Committee   Correspondence update 2015 - 16

Committee date & topic	Recipient	Comments/Information requested	Response received	Response	Future Action
17 February 2016 **Corporate Plan 16/18 & Budget Proposals 17/18**	Cllr Bale	*See Appendix 2a*	25.2.16	*See Appendix 2b*	
12 January 2016 **Cardiff Partnership Board – What Matters Review**	Cllr Bale	The Committee: • Will programme scrutiny of the What Matters Action Plan in line with the Boards indication that the Plan will be produced by April 2016; • Would be grateful for a briefing on what the CPB will be addressing over the next 5 years in advance of scrutinising the Action Plan;	27.1.16	• Action Plan will be developed by April 2016following stakeholder discussions and Partnership would welcome opportunity to discuss further. • Annual Reports (published summer 2015) set out achievements in terms of outcomes for citizens and performance measures. They have been circulated to all Members and available on the CPB website. Quarterly reports submitted to Welsh	

				Government. Milestones for each of the Programmes on the CPB website.
		• Would be grateful for more detail, and costs to the Council of supporting the work of the CPB;		• See letter at xx for detail and list of tasks supported. Core secretariat consists of 0.3 of an Operational Manager, 3.5 FTE and 7 Neighbourhood Partnership at a total cost to the Council of £375,500 (inc on-costs). Compared with 36.3 FTE at a cost of £1,338,510 five years ago in 2011.
		• Would be grateful to have sight of the Board's consultation/stakeholder plan.		• The Board does not have a stand alone consultation plan, but through the Joint Communications Group makes use of existing established mechanisms and identifies opportunities for joint working.
		• Will seek to clarify future governance arrangements in		• Happy to discuss potential ideas once the Committee

		discussion with all scrutiny committee chairs, Cabinet and the CPB.		has developed proposals.	
12 January 2016 **Corporate Plan 16/18**	Cllr Bale	The Committee: • Considers the Draft 2016-18 Corporate Plan is a considerable improvement on last year's Plan • Commitments (P28) should be ordered in line with Measures (P29); • Requests reflection on the use of '*drawbacks*' in the Leader's foreword on page 3; • Requests the inclusion of targets and outcomes of the previous, current, and forthcoming years, illustrating a three year	Not requested		

		trend.			
1 December 2015 **ADM governance**	Cllr Derbyshire	The Committee: • Recommends that the Council takes external advice as to Member involvement in the Board; • Endorses your suggestion that the nominated Member(s) should be non-executive Councillors; • Endorses your view that the nominated Member(s) should ideally have business skills and expertise; and therefore; • Considers it appropriate to adopt a competitive process to ensure the right	13. 1. 16	• Confirm People Too representatives have been working closely with the in-house team to develop and transfer expertise as are Bevan Brittan regarding the provision of legal services. • Welcome • Agree • Agree there should be an open and fair process to appoint nominated Members.	

		appointment(s).			
		• Wishes to scrutinise the final contract should the Council decide to go ahead;		• Will be happy to present proposals to Scrutiny Committees regarding the Council's contract with the Wholly Owned Company if it is decided that this is the preferred way forward for the Council.	
		• Will be seeking your co-operation to engage with the Transition Board in monitoring the progress of matters that fall within our Terms of Reference;		• Confirm scrutiny will have an opportunity to engage with Transition Board at the appropriate time.	
		• Will be grateful to have sight of the list of SME's with whom services under consideration for transfer to the new Company are currently working.		• A list of the SME's currently working for the services within scope of the project will be collated and forwarded in the next couple of weeks.	

| **5 November 2015**

Non Operational Investment Property Estate | | The Committee :

• highlight the risk to income of disposing of capital assets;

• Note the key principles, that where the Council sells a non operational property the proceeds will be ring fenced to remodel existing properties, or purchase new properties with the potential to generate higher rents;

• Reassured that all Council owned buildings with a community value will be retained within the Operational Estate.

• Acknowledge accountability for decisions taken by the Board will sit with professional officers advised by commercial advisers, reporting to you, with an annual report of its activities included in the Council's | 18.2.16 | • The strategy is focussed on generating increased revenue and poor yielding properties will certainly be considered for disposal. However, we will also look to capitalise on opportunities that may arise out of redevelopment schemes where the City Council can share in the development value. | |

		Asset Management Plan programmed for Cabinet consideration., • Will be interested in the performance of the Board in maximising income from the Council's estate. • Expect to have sight of an annual cash flow statement that details all sources and allocation of funding on Non Operational Property. • Seeking reassurance that an ethical and community focussed framework for investment has been implemented, • Will be looking for a fuller		• In addition to regular updates that will be provided to Cabinet, the investment board would also be pleased to provide an annual report to the Policy Review & Performance Committee together with a cash flow statement. The annual report is expected to be available in May this year.	

		explanation of how the new Investment Estate Board is identifying new assets. • Will consider disposal case examples from the list of investment properties, to reassure itself that the framework is being adhered to. • Feels it is important to preserve the quality of the public realm in prominent locations. It urges that all opportunities for the Council to control development on such sites the Board decides to sell seek to prevent over development with bland options. • Feels Cardiff is short of hotel space, and when you consider selling such property would urge you to preserve some control over		• The investment board will seek to retain an element of control over sites where it is practical to do so, however in regard to the issues you raise relating to over development and design quality, this will predominantly be controlled through the planning process. In this context we would expect all new development to adhere to the city's new Liveable City Design Guide, and we will also ensure that in regard to the disposal of City Council assets ethical considerations will be part of the process to ensure that	

		the site's future use.		assets are not used inappropriately in the future, or counter to community considerations.	
		• Fully endorses the retention of some public houses for income purposes, and others for community benefit.			
		• Timescales for implementation remain unclear.		• In regard to your concerns relating to timescales for implementation, we are currently undertaking a procurement process to enable us to appoint an advisor to sit on the board. Following this we will then commence the analysis of each category of property.	