

CABINET

Minutes of a meeting held on 5th November, 2012.

Present: Councillor N. Moore (Chairman); Councillors Ms. B.E. Brooks, L. Burnett, R.F. Curtis, C.P.J. Elmore and G. John.

Apologies: Councillor S.C. Egan

Also present: Councillors, K Hatton, C Franks, B Penrose, K Mahoney.

C1869 MINUTES –

Councillor Curtis requested that the minute record should read that the meeting was held at the Llantwit Major Leisure Centre at 6.00pm.

RESOLVED – T H A T the minutes of the meeting held on 15th October, 2012 be approved as a correct record be amended

C1870 DECLARATIONS OF INTEREST –

No declarations were received.

C1871 ALN TRANSPORT SERVICE REVIEW UPDATE (REF) -

The Scrutiny Committee (Lifelong Learning) on 15th October, 2012 considered a report from the Chief Learning and Skills Officer on the ALN Transport Service Review Update.

The focus of the ALN Transport Service Review was to consider the existing provision and policy providing home to school transport to pupils who have Additional Learning Needs (ALN) which prevented them from travelling to and from school either on mainstream transport or independently, subject to the requirements of the Learner Travel Measure (Wales) 2008. In line with Council objectives, the review group identified the following desired outcomes for the service:

- a clear policy statement on the provision of ALN transport
- a consistent approach to transport provision for ALN pupils including clarification of policy with regard to those pupils aged between 16-19 (College students), respite placements, Looked After Children (LAC) and parent mileage payments
- a streamlined service operating within the budget allocated whilst providing safe and suitable transport for those ALN pupils entitled to the service.

The review group had followed the Challenge, Consult, Compare (Performance) and Competition methodology. The review had been finalised with the following recommendations being made:

- independent travel scheme – officers to explore the feasibility of the scheme
- further corporate review required –
 - further investigation to be made into the potential savings when arranging and procuring other forms of transport throughout the Council including consideration of a Framework arrangement
 - consideration to be given to a further review to examine the feasibility of a centralised approach to managing transportation throughout the Council
- post 19 transport ceasing with effect from September 2012 – Members noted that had ceased with effect from September 2012
- clarification of policy arrangements for pupils aged 16 to 19 – minor amendments to be made to the procedure and policy, confirming that the ALN Transport Service only provides transport to those entitled pupils continuing to be educated at school post 16 and that Financial Services manage all arrangements for those 16 to 19 year old pupils continuing their education elsewhere
- clear policy statement completed – the adoption of the draft ALN Transport Policy as appended to the report
- respite – any discretionary transport arrangements provided by the ALN Transport Service to respite accommodation on behalf of Children Services to be funded by the appropriate service area
- 2/3 mile limit implications – the adoption of the 2/3 mile limit in line with the mainstream transport qualification criteria; where pupils lived within the 2/3 mile limit and have identified needs which would prevent from being able to travel to school independently (or accompanied by an appropriate adult) to school the Directorate might make an exception – exceptions only to be made within the guidelines agreed between the ALN Transport Service and the Pupil Support Service and to be subject to review.

Further details concerning the above were contained within paragraph 5 of the report. Appended to the report were the methodology adopted in undertaking the review, the Transport Policy statement for Learners aged 16 to 19 2012/13 and the ALN Home to School Transport Service Policy. It was considered that the above recommendations, if approved, would achieve savings of approximately £20k. Discussion ensued in particular in relation to the ALN Home to School Transport Service Policy and the section on page 5 of that policy which referred to the ALN Transport Service, specifically the third and fourth paragraphs. Members agreed that section would be better reworded to reflect the fact that whilst the matters referred to therein did not fall within the remit of the ALN Transport Service, arrangements were in place under separate policies or through the schools to facilitate the transportation of affected pupils in the circumstances indicated.

RECOMMENDED – T H A T Cabinet be requested to consider accepting the recommendations of the review and the draft policies presented as amended above.

Reason for recommendation

To deliver improvements and clarify service provision and policy.

 The Chief Learning and Skills Officer explained the amended notes required by Scrutiny Committee.

Cabinet, having considered the recommendation of the Scrutiny Committee (Lifelong Learning)

RESOLVED –

T H A T the recommendations of the review and the draft policies presented be approved subject to the following amendment to page 5 of the ALN Home To School Transport Service Policy, which should be amended to read “In these circumstances, except in the instances where arrangements are in place under separate polices or through schools, transport arrangements will be the sole responsibility of the child’s parent / carer”.

Reason for decision

To deliver improvements and clarify service provision and policy.

C1872 REVENUE MONITORING FOR THE PERIOD 1ST APRIL, 2012 TO 31ST AUGUST, 2012 (REF) –

The Scrutiny Committee (Corporate Resources) on the 16th October, 2012 considered a report from the Managing Director on Revenue Monitoring for the Period 1st April, 2012 to 31st August, 2012.

The report detailed the progress of revenue expenditure for the period above. The projected outturn for the 2012/13 revenue budget was shown in comparison with the revenue budget at Appendix 1 to the report. It was noted that the forecast for the Council was to overspend in the sum of £255,000. There was an adverse variance on the Leisure Services budget of £255,000 which was partly due to timing issues whereby some staff costs such as those paid on timesheets were paid a month in arrears and as such when the centres transferred an additional month was paid (£55,000). Income received via direct debits on a monthly basis partly covered a period in advance for a future month and likewise an adjustment had to be made to reduce income at the point of transfer (£95,000). The remaining overspend of £105,000 had arisen as a result of general uncertainty prior to the start of the contract with

Parkwood leading to a reduction in income, an increase in staff costs and additional work undertaken. Further work would be undertaken to clarify the position and the funding for the adverse variance would be addressed in the revised estimates report to Cabinet in November 2012.

With regard to the relevant service areas, the following was presented to the Scrutiny Committee:

- Directorate of Learning and Skills

Overall, the Education Budget was projected to balance at the end of March 2013, however, this would be after transferring £118,000 from Education Reserves, it being noted that any savings identified for the year end would be available to reduce the use of reserves or to redirect into the School Investment Strategy or other reserves.

- Directorate of Social Services

There continued to be pressures on the Children's Placement Budget specifically from children with especially complex needs. There was also pressure on the budget in respect of accommodation costs for all homeless young people. Any increase in the number of children becoming 'looked after' by the Council could have a significant impact on the service.

With regard to Adult Services the budget was extremely volatile and could be adversely affected by outside influences, for example the introduction of the First Steps Initiative by the Welsh Government which capped charging for non-residential services to £50 per week. Another factor that could affect the year end position would be the 2012/13 fee set in respect of personal care costs for residents placed by the Council in residential and nursing homes provided by the independent sector.

- Director of Visible Services and Housing

Highways Maintenance and Engineering Design and Procurement - There was currently a £26,000 adverse variance to the profiled budget, mainly due to a slight overspend on employee costs.

Waste Management - The current underspend of £89,000, was reported as mainly due to tonnages to landfill dropping as the food waste and co-mingled recycling programmes increased in popularity therefore saving on costly landfill disposal.

Grounds Maintenance - An adverse variance of £63,000 was attributed in the main on new machinery as new legislation had come in to force for Hand Arm Vibration.

Support Services – The favourable variance of £48,000 budget was to be held for any cost pressures within Visible Services that may arise throughout the

financial year. As for Building Services, it was currently anticipated that this area would breakeven at the year end.

- Directorate of Development Services

Earlier in the meeting, Members had been informed that there had been a shortfall in achieving the £1m efficiency savings following the leisure partnership agreement due to delays which equated to £333,000 in four months. The budget had been amended and had been reflected in Appendix 1 to the report. However, a further adverse variance on Leisure Services of £255,000 also referred to earlier would require further work as the figures were based on leisure services estimates. A report would be presented to the Scrutiny Committee and Cabinet in November 2012.

There was an adverse variance of £92,000 on Lifelong Learning Education and Training Services as a result of receipts from the Government Work Programme not achieving the target to date which was currently under review.

With regard to the Planning and Transportation Division there was a favourable variance of £137,000 predominantly due to income from planning fees for major schemes. The timing of the receipts would impact on the budget variance

Members raised concerns in relation to the £255,000 adverse variance in leisure services. It was confirmed that this would be investigated further and clarified in the revised estimates report I November 2012.

For Social Services, although aware that the budget was a volatile budget, the Head of Financial Services was asked whether any progress had been made with the WLGA in directly lobbying Welsh Government on fee capping. It was noted that the Authority was still continuing to press the Welsh Government on the matter and other local authorities throughout Wales were in a similar position, although the cap had had a greater impact in the Vale. Any information received would be reported to Members as soon as possible. The impact of fees for private care homes was also a potential substantial risk for the Council and officers were working closely with the care homes which were fully aware of the budget issues.

With regard to the adverse variance of £63,000 for Grounds Maintenance, it was queried whether this money could be taken from the Equipment Reserve that currently existed. The Head of Service advised that although there was a vehicle replacement reserve this money was allocated for a planned programme but he would look further into the issue and report back to Members.

Having considered the report it was

RECOMMENDED -

- (1) T H A T Cabinet be requested to approve a virement from the Policy Budget to the Economic Development and Leisure of £333,000.
- (2) T H A T the position with regard to the Authority's 2012/13 Revenue Budget be noted.
- (3) T H A T the information in relation to the £63,000 Grounds Maintenance adverse variance as detailed above be e-mailed to all Members as soon as possible.

Reasons for recommendations

- (1) To fund savings not achieved.
- (2) Having regard to the information presented.
- (3) For Members' information.

Cabinet having considered the recommendation of the Scrutiny Committee (Corporate Resources)

RESOLVED –

- (1) T H A T a virement from the Policy Budget to the Economic Development and Leisure of £333,000 be approved.
- (2) T H A T the position with regard to the Authority's 2012/13 Revenue Budget be noted.

Reasons for decisions

- (1) To fund savings not achieved.
- (2) To note the report.

C1873 CAPITAL MONITORING FOR THE PERIOD 1ST APRIL, 2012 TO 31ST AUGUST, 2012 (REF) -

The Scrutiny Committee (Corporate Resources) on 16th October, 2012 considered a report from the Managing Director on Capitol Monitoring for the period 1st April, 2012 to 31st August, 2012.

Appendix 1 to the report detailed the financial progress on the Capital Programme as at 31st August, 2012.

For the Service Directorates the following was noted:

- Director of Learning and Skills

Llancarfan and Gwenfo Demountables - the latest position in respect of the scheme was that one double demountable at Gwenfo Primary had been replaced with a new double unit. At Llancarfan, one previously hired demountable unit had been purchased, a second had been surveyed and deemed in good condition but needing some minor works. The third unit was to be purchased at the end of the financial year as works needed to be undertaken outside term time.

- Director of Social Services

Day Care Re-Configuration, Rondel House - works were required to transfer the servicing of the kitchens at Rondel House to a new electricity supply, and were anticipated to cost £50,000 on top of the existing budget (which was slipped from the previous year's budget to cover final costs on refurbishment works). It was proposed to fund £25,000 of the costs from a contribution from revenue budgets and the balance be transferred from the approved capital budget for the upgrade of Rhoose Road Respite Home, where it had been determined that it was not feasible to carry out the planned extension work within the budget available due to complications with drainage.

- Director of Visible and Housing Services

Structural Repairs of Eastern Shelter Public Convenience Block - Cabinet had (29th February 2012) approved the inclusion of a successful capital bid for £55,000 in both 2012/13 and 2013/14 for structural repairs to the public convenience block behind Barry Island's Eastern Shelter. Officers had reported incidents of structural failure of the concrete structure of the Eastern Shelter, with sections of the concrete breaking up and falling onto public open space on the promenade. There was now a serious concern that the Eastern Shelter needed structural repairs and that unless works were undertaken soon it will be a risk to public safety.

- Director of Development Services

Pont y Werin and NCN88 - The South East Wales Transportation Alliance (SEWTA) had approved the transfer of £17,000 grant from the National Cycle Network route 88 budget to the Pont y Werin cycleway budget as well as awarding an additional £6,000 grant for the Oystercatcher element of the Pont y Werin scheme in order to reflect the true expenditure anticipated on this project.

Rights of Way Improvement Plan (ROWIP) - Cabinet on 9th July 2012 (minute C1780) approved the inclusion of a Countryside Commission for Wales

(CCW) capital grant towards various improvements to the rights of way network into the Council's Capital Programme.

Gibbonsdown Community Centre - under delegated authority, officers had approved the transfer of some £13,000 from the Barry Regeneration Partnership capital budget towards developing design and tender papers for the project to refurbish the community centre building.

- Director of Resources

Miscellaneous Buildings Asset Renewal - within this allocation of £116,000 there was a sum of £18,000 which slipped from the previous year's Capital Programme for a replacement boiler at Wick pavilion.

IT Equipment - Wide Area Network (WAN) - the allocation for this project, to roll out a replacement area network between the Authority's numerous networked sites was approved in 2011/12, part of which slipped into the financial year in order to complete the installations. A link between Llantwit Major Youth Centre and St Illtyd's Primary School was not identified as part of the original WAN contract but works now needed to be undertaken as an additional item, at a cost of £4,000.

- Variance between Actual Spend to date and Profiled Spend

Cabinet had previously agreed that further information would be provided where schemes had a value of over £500,000 and showed a variance of 20% or more between actual spend and the profile. The following schemes met this criteria:-

Disabled Facility Grants (DFGs) - costs were behind profile but it was expected that the position would have been rectified by the end of the year. There had been some temporary staffing difficulties in the Occupational Therapy team which had been addressed through a restructure of the team and recruitment is underway.

Castleland Renewal Area - expenditure on phases 2a and 2b was behind profile because of inclement weather and the fact that additional unforeseen works had to be undertaken.

Coldbrook Flood Risk Management - detailed design had been completed on the major flooding scheme but contractor appointments had been delayed. Highway Officers had also advised that the programme had slowed due to problems with obtaining consent from the Environment Agency to undertake works on Main River.

Highway Resurfacing (Local Government Borrowing Initiative) - expenditure was behind budget as although works were progressing well on site, smaller sites had been completed earlier than planned which had reduced costs to date.

Vehicle Renewals - The Council's Fleet Manager was reporting lengthy delays with delivery of newly procured vehicles which had meant that expenditure was not keeping in line with the planned profile. Build times on some of the vehicles had been far greater than anticipated.

During consideration of the report the following information was requested to be e-mailed to Members as soon as possible:

- Wick Pavilion – further details of the £18,000 for the replacement boiler;
- Pont y Werin and NCN88 - breakdown of the contribution details for the Council and Crest Nicholson.

Councillor H.J.W. James registered his disappointment as to the decision that it was not feasible to carry out the planned extension work to Rhoose Road Respite Home with the budget available due to complications with drainage and that he would investigate the issue further himself.

Concern was raised with regard to the provision of repairs for various schemes throughout the Council service areas with Members being informed that the Council was constrained by funding and as such it was necessary to prioritise schemes. The budget report to all Scrutiny Committees would in November detail how the process worked and clarify the position for Members.

It was subsequently

RECOMMENDED -

- (1) T H A T, notwithstanding the budget report requested above, the following be recommended to Cabinet:
 - Day Care Reconfiguration - Rondel House - increase budget by £50,000 funded from a transfer of £25,000 from the Rhoose Road Capital Budget and £25,000 contribution from revenue.
 - Pont y Werin and NCN88 - transfer £17,000 from NCN88 to Pont y Werin and increase the Pont y Werin by a further £6,000 funded from SEWTA grant.
 - That the IT Equipment budget be increased by £4,000 funded from the IT Fund.
- (2) T H A T the information requested to be e-mailed to Members be forwarded as above as soon as possible.

Reasons for recommendations

- (1) For Cabinet consideration in view of the information contained within the report.
- (2) To apprise Members.

 Cabinet, having considered the recommendations of the Scrutiny Committee
 (Corporate Resources)

RESOLVED –

- (1) T H A T Cabinet approve the following changes;
- Day Care Reconfiguration - Rondel House - increase budget by £50,000 funded from a transfer of £25,000 from the Rhoose Road Respite Home Capital Budget and £25,000 contribution from revenue.
 - Pont y Werin and NCN88 - transfer £17,000 from NCN88 to Pont y Werin and increase the Pont y Werin by a further £6,000 funded from SEWTA grant.
 - That the IT Equipment budget be increased by £4,000 funded from the IT Fund.
- (2) T H A T the information be e-mailed as soon as possible to all Members of the Council and not just the Scrutiny Committee Members.

Reasons for decisions

- (1) To approve the proposed changes contained within the report.
- (2) To apprise Members.

C1874 COMMISSIONING ADULT SOCIAL CARE SERVICES FROM THE INDEPENDENT SECTOR (REF) –

The Scrutiny Committee (Social Care and Health) on 8th October, 2012 considered a report from the Director of Social Services on Commissioning Adult Social Care Services from the Independent Sector.

Committee were updated regarding the commissioning arrangements in place for adult social care services in the Vale of Glamorgan.

On 16th July, 2012, Scrutiny Committee had considered the arrangements that the Directorate had in place to secure services from the Third Sector. The report before Members outlined the contracting arrangements that currently operated in respect of the independent sector (i.e. organisations which seek to achieve a profit). It was noted that the Council retained a statutory accountability for the way in which the services were provided.

During 2011/12, Social Services spend £18.2m on services that were provided via contractual arrangements with the independent sector. Of this amount, £10.7m was spent on care home services (which included nursing

and residential care) and £7.5m on domiciliary care services (which included home care and day care services). A list of the relevant organisations was shown at Appendix 1 to the report.

In order to provide services on behalf of the Vale of Glamorgan, providers must be on the Social Services Approved Provider List. This involved:

- Signing the Heads of Agreement documentation. This is a document that gave a generic service specification which alongside general terms and conditions and in conjunction with an individual care plan for each service user collectively formed the contract.
- Complete a questionnaire in relation to the services they provide.
- Provide a breakdown of their costs.
- Give evidence of Public Liability Insurance to £5m.
- Give evidence of Employer 's Liability Insurance to £10m.
- Demonstrate that they are registered with the Care and Social Services Inspectorate Wales (CSSIW), where appropriate.
- Provide references. If the provider was based in the Vale, two references were required. If the provider is out of county, the Council required the host authority to confirm that a) the provider was on their list, b) the provider was currently being used and c) they had no concerns including Protection of Vulnerable Adult issues.

Once a provider had been placed on the Approved Provider List, ongoing monitoring took place to ensure that quality standards were maintained. This included:

- Ensuring that insurance cover was maintained on an annual basis.
- Requiring providers to undertake an annual questionnaire in relation to their business.
- Collating information gathered via complaints, service monitoring reports and POVA (Protection of Vulnerable Adults Arrangements) issues to identify any trends or problematic areas.
- Undertake spot visits, if required.
- Undertake arranged visits when time and resources permit.
- Share and discuss concerns with CSSIW.
- Scrutinise CSSIW inspection reports and seek satisfactory resolutions to recommendations for immediate action, if required.

CSSIW had a key role in the regulation of services in social care. Care home and domiciliary care providers must be registered with CSSIW in order to provide services. This would ensure that they met minimum standards. As a regulating body, CSSIW undertook inspections of all registered providers, announced and unannounced, and the resulting reports were all made public. Through the Directorate's monitoring processes, any concerns identified in the CSSIW reports were followed up with the individual providers.

There was a sub-group for the Area Adult Protection Committee that brought together individuals from a number of organisations who worked in delivering

Protection of Vulnerable Adults arrangements, complaints, advocacy and contracting. Through this group, information was shared and concerns addressed. This pioneering approach had proved to be a robust way of monitoring the quality of service provision and ensuring that service users were safeguarded.

With regard to domiciliary care services, surveys were undertaken to ensure that staff were appropriately trained. In addition, service user questionnaires would be used to gather information and feedback about the services provided to vulnerable people in the Vale.

It was essential that staff working with vulnerable people did not pose any form of threat to the service users and that they were suitably qualified to undertake their roles. All staff within provider organisations were required to have a current Criminal Record Bureau check and this was inspected by CSSIW as part of their monitoring process. There was a qualification framework in place for social care services which identified the appropriate qualifications for all staff within the service.

The Care Council for Wales was making more vigorous the requirements with regard to the registration of individuals. For a number of years, social workers had to be registered with the Care Council in order to practice. This was being extended into direct care. Care home managers must now be registered and domiciliary care managers were the next group to be included in the compulsory registration process.

There were two provider forums in the Vale of Glamorgan - one for care homes and one for domiciliary care. The forums enabled providers for all sectors to share information and consider developments for the service. This had enabled all providers to share good practice and to keep up to date with the changes in social care, thereby maintaining service quality.

Members of the Committee expressed gratitude for the information contained within the report, and questions ensued, including whether the Council conducted annual inspections on the service providers. The answer to this question was that no, the Council did not conduct investigations but carried out checks to see if the providers were eligible to be included on the Council's list.

A Member enquired if there were any providers included on the Council's list who were not CSSIW regulated, where appropriate, and was advised that there were not.

Members were advised that the Council must be vigilant. The Council could not afford to be complacent.

Following discussions, it was

RECOMMENDED -

- (1) T H A T the current arrangements for working with the independent sector in providing social care services be noted.
- (2) T H A T Cabinet be requested to agree to users of services provided by the Independent Sector be consulted as part of the tendering process, wherever possible.
- (3) T H A T Cabinet be requested to agree that the Vale of Glamorgan ensures that all of its Independent Sector suppliers are CSSIW compliant, where appropriate.
- (4) T H A T Cabinet be requested to request CSSIW publish a list of their approved Independent Sector providers.
- (5) T H A T, when representatives of CSSIW address the Committee at their Annual Meeting, they be asked as to the frequency of their inspections of Independent Sector Care Providers."

Councillor Curtis commented that, in line with resolution 2 below, it was important to note that all the Independent Sector suppliers were already CSSIW Compliant. The Director of Social Services provided information to members on the current process for procuring Care and the practical implications of Scrutiny's second recommendation.

Cabinet, having considered the recommendation of the Scrutiny Committee (Social Care and Health)

RESOLVED –

- (1) T H A T the process of users of services being consulted on every occasion as part of the tendering process, not be acceded to, as current practice provides sufficient safeguards and choice.
- (2) T H A T the Vale of Glamorgan ensures that all its independent sector suppliers comply with CSSIW standards where appropriate.
- (3) T H A T the Leader write to CSSIW requesting that they publish a list of their approved Independent Sector providers.

Reasons for decisions

- (1) To keep current strategy in place.
- (2) To ensure that Independent Sector Suppliers were compliant with CSSIW.
- (3) To ensure the Council has an approved list of Independent Sector suppliers.

C1875 REVENUE AND CAPITAL MONITORING FOR THE PERIOD 1ST APRIL, 2012 TO 31ST AUGUST, 2012 AND UPDATE ON THE SOCIAL SERVICES BUDGET PROGRAMME (REF) –

The Scrutiny Committee (Social Care and Health) on 8th October, 2012 considered a report from the Director of Social Services on Revenue and Capital Monitoring for the period 1st April, 2012 to 31st August, 2012.

Committee were advised of the position in respect of revenue and capital expenditure for the period 1st April, 2012 to 31st August, 2012 regarding those revenue and capital budgets within the Committee's remit, and were also requested to agree to a change to the Capital Programme.

Committee also received an update on the progress made in delivering the Social Services Budget Programme.

The current forecast for Social Services was for a balanced revenue budget.

Children and Young People's Services - there continued to be pressure on the Children's Placement Budget, specifically from children with especially complex needs. There was also pressure on the budget in respect of accommodation costs for homeless young people. Any increase in the number of children becoming looked after by the Council over the year could have a significant impact on the service.

Adult Services - there was continuing pressure on the Community Care Packages budget. This budget was extremely volatile and could be adversely affected by outside influences such as last year's introduction of the First Steps Initiative by the Welsh Government which capped charging for non-essential services to £50 per week. The impact of this change would continue to be monitored as the year progressed and discussions with the Welsh Government regarding the issue would continue. Another issue to affect the year end position would be the 2012/13 fee set in respect of personal care costs for residents placed by the Council in residential and nursing homes provided by the independent sector. A further pressure on the service was the need to achieve the savings targets, set as part of the Social Services Budget Programme.

Appendix 2 to the report detailed financial progress on the Capital Programme as of 31st August, 2012.

Day Care Re-configuration, Rondel House - works were needed to transfer the servicing of the kitchens at Rondel House to a new electricity supply. Works had been anticipated to cost £50,000 more than the existing budget. It was proposed to fund £25,000 of the costs from a contribution from revenue budgets whilst it was proposed that the balance be transferred from the approved Capital Budget for the upgrade of Rhoose Road Residential Home, where it had been determined that it was not feasible to carry out extension work within the budget available due to complications with drainage.

Gibbonsdown Community Centre - under the Economy and Environment Scrutiny Committee's remit, there was a proposed capital scheme to refurbish the Gibbonsdown Children's Centre. It had been proposed that the scheme be funded partly from the Flying Start Capital Grant and also from the Barry Regeneration Area (BRA) Grant. Neither grant offers had yet been formally received by the Council, although the BRA Grant had initially been approved for the Gibbonsdown Children's Centre, who had originally applied for the grant. When grant offers had formally been received, Committee would be advised, and an amendment to the Capital Programme would be requested.

Cabinet, on 30th July, 2012 had requested that further updates on progress with the Social Services Budget Programme be reported on a monthly basis.

In order to meet corporate savings targets and to bring the budget back in line following the projected overspend in 2012/13, the Directorate was currently required to find savings totalling £8.5m by the end of 2015/16.

Progress in identifying these savings had been made, and the table included within the report showed the current position. Sufficient savings had been identified to meet the targets for 2012/13 and 2013/14 but there still remained £3.9m to be identified for 2014/15 and 2015/16. The Director of Social Services had been asked to finalise actions for these periods no later than January 2013.

The report to Cabinet on 30th July, 2012 had identified a shortfall in the savings of £4.5m. Since this date, further savings of £588,000 had been identified by re-assessing saving targets for existing projects and by identifying new projects but, subject to approval, other projects would not be pursued.

It was proposed that the following new projects be progressed:

- Residential Care Provision Tender (£50,000) - the Council would review the way in which it purchased residential provision for children and young people.
- Supported Lodgings (£20,000) - arrangements for the provision of supported lodgings for young people would be reviewed.

- Team Configuration (£20,000) - team budgets within the Children's and Young People Service would be reviewed.

It was proposed that the following projects be not progressed further:

- Meals on Wheels (£10,000) - the relatively small level of saving was not commensurate with the high level of resource required to realise the changes.
- Learning Disabilities Day Services (£500,000) - the initial report from an external review of this service identified limited potential to make savings.
- Business Manager Local Safeguarding Children's Board Council Funding (£27,000) - this saving would be achieved as part of the Business Management and Innovation Managed Budget Reduction Project and it had been transferred to that project.

The table included within paragraph 20 of the report showed the breakdown of the currently identified savings by Service Area.

The Social Services Directorate was committed to achieving a balanced budget. The Corporate Programme Board and Project Teams overseeing the Plan would continue to develop it further and ensure delivery and progress. Progress updates would continue to be reported on a monthly basis as part of the overall financial monitoring report for the Directorate.

Discussions ensued on the contents of the report, and the recommendations contained therein.

RECOMMENDED -

- (1) T H A T the position with regard to the 2012/13 Revenue and Capital Monitoring be noted, and that the proposed amendment to the Day Care Re-Configuration Capital Scheme at Rondel House to increase the budget by £50,000 (funded from a transfer of £25,000 from the Rhoose Road Capital Budget and £25,000 contribution from revenue) be endorsed and referred to Cabinet for approval.

(Councillor Ms. R.F. Probert stated that she did not know enough about the proposed changes to the Capital Programme to express a view.)

- (2) T H A T the progress made on the Social Services Budget Programme be endorsed and referred to Cabinet for approval.

Reasons for recommendations

- (1) That Scrutiny Members are aware of the position with regard to the 2012/13 Revenue and Capital Monitoring, and Cabinet approves the proposed amendment to the Capital Programme.

- (2) That Scrutiny and Cabinet Members are aware of the progress made to date on the Social Services Budget Programme and endorse the proposed amendments

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This matter had already been dealt with previously on the agenda under a reference from Corporate Resources.

Cabinet having considered the recommendations of the Scrutiny Committee (Social Care and Health)

RESOLVED –

T H A T the Scrutiny Committee's request be noted.

Reason for decisions

To approve the proposed amendment to the Capital Programme.

C1876 UPDATE REPORT ON BRYNEITHIN AND TY DYFAN (REF) –

The Scrutiny Committee (Social Care and Health) on 8th October, 2012 considered an update report from the Director of Social Services on Bryneithin and Ty Dyfan.

Ms. M. Farbrace of the 'Save Bryneithin' campaign was in attendance and was permitted to address the meeting.

Ms. Farbrace advised Committee that she was an advocate for Bryneithin and addressed the Committee on a number of issues, including:

- Regarding the second recommendation as contained within the report before the Committee, this was known in 2008. Since then, there was still no plan. People who require resources were not getting them.
- Bryneithin could be attracting much revenue to the Council.
- Bryneithin was not being used for respite care.
- Keeping this provision in-County was essential, but it was acknowledged that some people would have to receive treatment 'out of county' because of a lack of provision within the Vale.
- Ty Dyfan was not included in the earlier consultation exercise.
- The respite element of Bryneithin has been removed.
- Some of Bryneithin has been upgraded.
- Bryneithin was up and running and should be reconfigured.
- Why was Ty Dyfan not commissioned as an EMI?
- Ms. Farbrace was aware that the Vale were looking for a site for a 'Dementia Village', and asked if Bryneithin would be considered.

- Finally, Ms. Farbrace requested the Committee to reconsider its proposals to close Bryneithin.

Ms. Farbrace was thanked for her address.

Committee then received a report which provided an update on Bryneithin and Ty Dyfan which advised that, in May 2008, Cabinet had authorised the Director of Social Services to begin work to develop a strategy which would enable the Council to identify and put in place an appropriate range of accommodation options for older people needing care. As part of this work, Social Services conducted a review of the three Council-run residential care homes (Bryneithin, Southway and Cartref Porthceri). In December 2009, Cabinet agreed a plan to close Bryneithin and to transfer residents to other homes as appropriate. In coming to its decision, Cabinet recognised that officers would need to consider not only the needs of current residents within Bryneithin but also how best to reshape services for older people with mental ill health to meet current and projected demand. Hence, the plan included a proposal to re-designate Ty Dyfan as an EMI home for people with dementia related illnesses, thereby providing additional specialist beds within the Vale of Glamorgan and places for any residents from Bryneithin who wanted to move there.

Following representations on behalf of the resident's families, the Council accepted that it had previously entered into a contract with the residents to give them a 'home for life' within Bryneithin, provided that the home was able to meet their assessed needs. Consequently, Bryneithin had remained open, with a reducing number of residents. The Cabinet decision regarding closure has stood and no new residents had been accepted by the home since that time. Bryneithin currently provided for one resident.

Following the decision that Bryneithin should remain open for current residents, work was undertaken to mitigate any additional costs falling upon the Council as a result of the non-closure and the impact upon plans for changing the use made at Ty Dyfan. As part of this plan, the staffing establishment in Bryneithin had been adjusted continually to ensure that staffing levels were appropriate at all times for the reducing number of residents in the home.

Ty Dyfan was a 32 bed residential care home and was managed by the Council as part of a bigger contract with Hafod Care. The contract in relation to Ty Dyfan was agreed in 1991 for a 25 year period, which included the following terms of agreement:

- The building was leased to Hafod, for which the Council received a payment. For the duration of the contract, the maintenance of the property was the responsibility of Hafod.
- The staff group in the home was employed by the Council, and Hafod made a contribution to the staffing costs but did not meet the full costs.
- Any placements made by this Council were paid at the agreed contract rate for older people's independence at residential care placements.

In 2009, the contract for the home was re-negotiated as part of the plans to facilitate the closure of Bryneithin, to ensure that adequate alternative provision was available for those residents and to meet increasing needs for specialist 'Elderly Mentally Infirm (EMI)' provision.

Under the terms of the new agreement, the Council agreed:

- To block book the 32 beds so that only the Council could place individuals in the home.
- A reduced fee per bed.
- To pay for the increased staffing required for changing the status of the home.

The revised arrangements with Hafod remained in place. Most of the residents in Bryneithin did not move to Ty Dyfan. Partly for this reason, the provision of 20 places in Ty Dyfan had proved sufficient to meet the need. Another factor had been that, in both of the Council's own residential care homes and in the independent sector, there appeared to have been a shifting balance - away from placements for 'frail elderly' towards 'EMI' provision.

However, should there be evidence of further unmet need for EMI residential care home placements, the unoccupied unit at Ty Dyfan could be made available. This would be dependent upon being able to use staff currently employed elsewhere within Council run homes in order to minimise any additional costs. Additionally, the Council had approached Cardiff and Vale University Health Board (UHB) with a proposal to develop a 'step up/step down' provision within the unit, avoiding the need for an unplanned hospital admission or supporting a hospital discharge. There were also discussions with the UHB about whether the home could be used to meet the need for EMI nursing home placements.

Senior officers from the Council were pursuing discussions with Hafod Care about the terms of the current contract. Currently, these discussions were focussed on achieving an equitable share of the costs if Ty Dyfan were to make available an increased number of places. Negotiations also included the overall contract with Hafod Care and the Council was very concerned to bring these to a conclusion if possible.

In November 2011, Cabinet approved a Commissioning Strategy for Older Peoples Services 2011 - 2018. This strategy provided considerable detail about the context which the Council needed to consider in making arrangements for providing an appropriate range of care and support services. It included an analysis of the needs of the community and a strategy for managing increasing demand within an increasingly difficult economic environment. Production of the strategy was used as an opportunity to further the Council's overall programme for improving and modernising the social care services it provided for older people and their families.

The strategy needed to be informed by new evidence that emerged about needs, costs, preferences of older people and their families etc. Despite significant rises in the population of very old people, on a national basis the proportion of them who used places in care homes was reducing.

Last year, however, the Vale significantly increased the number of care home placements it made, with the biggest rise in older people's nursing home care and EMI residential care. The position was shown in Table 1 of the report.

Local data on placements made for older people in the Vale indicated that over 80% of required placements were made within county. As some service users wanted out of county placements in order to live closer to their relatives, this suggested that overall availability of placements was sufficient. The one area where there was a much lower ratio of in-county placements was EMI nursing. Through the Wyn Campaign, there were new services being put in place for older people which would have an impact on this position. This included provision of reablement services and an EMI crisis team.

As part of the Wyn Campaign, a task group was examining how the three organisations could collaboratively plan for and provide effective long term health and social care, including placements in residential care and nursing homes. Current work included the production of an agreed market position statement and a business case for a joint commissioning unit. One of the priorities for the group would be to consider the position in respect of EMI nursing placements, especially as this was having an adverse effect on the collective ability to maintain good Delayed Transfer of Care performance.

Following discussions on the contents of the report, it was

RECOMMENDED -

- (1) T H A T the contents of the report be noted.
- (2) T H A T a further report be brought to Scrutiny Committee once a plan had been developed with partner agencies who are using Ty Dyfan and other facilities to meet the overall need for residential care and nursing home placements for people with dementia related illnesses.
- (3) T H A T Cabinet be requested to give consideration to the future use of Bryneithin as a site for social care, subject to ongoing contractual commitments.

Reasons for recommendations

- (1) To ensure effective scrutiny of key developments in the delivery of these frontline services.
- (2) To ensure that effective use is made of the Council's resources.
- (3) To give consideration to the future use of Bryneithin.

 Cabinet having considered the recommendation of the Scrutiny Committee
 (Social Care and Health)

RESOLVED –

T H A T the Councils current position on Bryneithin is that it continues to operate as a registered care home. This commitment will continue for as long as necessary. Consideration to further options of the future use of the site would be given as and when appropriate.

Reason for decision

To ensure that effective use is made of the Council's resources.

C1877 GYPSY AND TRAVELLER SITE PROVISION IN THE VALE OF GLAMORGAN (REF) –

The Scrutiny Committee (Economy and Environment) on 9th October, 2012 considered a call in request from Councillor Bob Penrose on Gypsy and Traveller Site provision in the Vale of Glamorgan.

Prior to the commencement of discussions the Chairman stated that the order of proceedings would be as contained within the agenda at item 4. He further advised that a letter had also been received from Councillor R.J. Bertin who could not be present at the meeting and which was also contained within the papers.

Councillor R.A. Penrose, the first speaker, referred to his Request for Consideration as follows:- “When is the Authority proceeding with a permanent travellers camp, shortlisted to Llangan, thus complying with Westminster Parliament legislation recommendations of 2005, and recent Welsh Government “White Paper – Housing” at present at consultation until August 2012”. The reason for the request was that in Sully “we have had an illegal travellers camp since December 2011, and we are informed that the occupants may not be relocated or evicted until the Authority have established a permanent travellers site in the Vale of Glamorgan”.

During the presentation Councillor Penrose also referred to a number of questions / issues of concern which had been circulated prior to the meeting.

“Why should the Vale of Glamorgan Council proceed with a permanent travellers’ site?”

- Firstly because the Vale of Glamorgan has deliberated too long on this matter and now needs to implement action.

- To comply with Westminster Government recommendations of 2005 in recommending all local authorities throughout the U.K. to facilitate a permanent travellers' site in their area.
- To comply with Welsh Government "White Paper on Housing", under consultation until August 2012, which states the need for every local authority in Wales to facilitate a resident travellers' site in their area.
- To comply with the Vale of Glamorgan Council Local Development Plan (LDP).
- To deter the numerous planning applications from the Gypsy and Traveller Community for Gypsy / Travellers' Sites in the Vale of Glamorgan, such as recently received in Wick and Bonvilston.
- To comply with humanitarian and Equality legislation towards the Gypsy / Traveller community.
- To establish a controlled suitable site for the Gypsy Traveller Community.
- A site has already been chosen as the most suitable site by the Vale of Glamorgan Council from a list of 50 possible sites.
- Consultation exercise has already taken place in that chosen location.
- The site is already owned by the Vale of Glamorgan Council.

Why the travellers illegally occupying the recycling site at Hayes Road, Sully should be moved to a permanent travellers' site?

- They are illegally occupying the site, and accordingly should be moved off the site.
- The site is inside the 'red' safety zone of the nearby chemical plant, and as such is not suitable for residency.
- The site was previously a refuse recycling centre, and as such must have a degree of pollution making it unsuitable for resident occupation.
- There are no basic amenities on the site, such as toilets etc.
- The site has a waste licence to the Vale of Glamorgan Council which is unlikely to be transferrable to another location, and is a necessity to the waste disposal operation of the Council.
- The site will be required as a Waste Transfer Site by the Vale of Glamorgan Council from January 2013, and an application has been submitted for planning permission for this operation.
- An application has been made by Sully Community Council for 47 allotment plots to the adjoining land (including an application for 32 allotment plots from Beechwood College for their students).
- Objection from Beechwood College, which is the next site to the illegal travellers' camp, which is hampering expansive development plans for their operation, as well as causing disruption to their students.
- Large numbers of objections from local residents.
- The illegal travellers' camp is in a close proximity to the Ty Hafan Children's Hospice."

Councillor K.P. Mahoney (second speaker) advised that he fully concurred with the representations made by Councillor Penrose but stated that, in his view, the site was unsatisfactory particularly because it was too small for a

travellers' site. Research had also been undertaken in relation to the site at Llangan, that site was working well and he had noted that the size of the travelling vehicles used was not an issue for the roads within that area. He urged the Council through the Scrutiny Committee to address the issue of the travellers' site within the Vale as a matter of urgency.

Councillor C. Tatt (Vice-Chairman, (Sully and Lavernock Community Council) thanked the Committee for the opportunity to speak, and endorsed the comments made by Councillors Penrose and Mahoney. He referred also to the fact that the Sully and Lavernock Community Council residents had been lobbying for the removal of the travellers on the site, in view of the fact that they were illegally occupying the site. He was, however, aware that the Vale of Glamorgan Council had to consider the legal issues involved and was appreciative of the fact that any action to remove the travellers from the site would take some time. He stated that the community had followed and adhered to all the advice provided by the Vale of Glamorgan over the last 10 months and he strongly urged the Council to take action to remove the travellers from the site.

Mr. R. Jones (Director of Beechwood College) stated that the College was adjacent to the travellers' camp in Sully and that his responsibility was to ensure that the best interests of the College, including its students and staff were taken into account. He formally endorsed all the points that had been raised by Councillors Penrose and Mahoney. Mr Jones informed the Committee that the site had been acquired from the Vale in 2001 with the specific aim of developing a service for Welsh young people with autism, a provision that had not existed previously. He further advised that the nature of people with autism was that social interaction could be challenging and the location of the Beechwood site with no residential neighbours was key to the decision to redevelop what was a derelict site. The College cared for just under 50 young people and employed over 170 staff, the majority of whom were local. The College had established itself as a centre of excellence for the further understanding of and improvement for people with autism. The College had become part of the community and due to the success it had achieved the service had expanded to meet the increasing demand for places. The company had so far invested £6m. into the site and had recently received planning permission to provide additional classrooms, a new visitor reception centre and increased car parking to allow for the growth in student and staff numbers over the next few years. The primary concerns of the College were as follows:

- “we need to ensure that we provide a safe and secure environment for students and staff
- we need to cater for the psychological wellbeing of students, including their right to quiet enjoyment of their surroundings, the rural location for the site being one of the primary reasons the College was situated where it was
- the need to protect the economic viability of the College in order for it to continue to offer the service in Wales and to be able to generate the additional 70 jobs from the next phase of development. “

For the traveller site to be in such close proximity to the College raised a number of questions for all those involved in placing students as it had the potential to threaten the long term future viability of the service and the economic benefits to the local community. He stressed that the choice to attend the College was not made primarily by the students, it was also made by parents, Social Services commissioning authorities and local councils in considering the right placement for a particular student. It was the College's view that to allow the traveller camp to remain in its present location would be detrimental to the service and the ability to attract new placements.

Although he advised Members that no problems had been experienced to date, it was the view that as there was already no control over any future expansion by the travellers on the site, this had the potential to worsen. The College would also have to consider additional security against the possibility of the travellers' dogs accessing the site and, if they were aggressive, could cause a huge amount of distress to the students. The continuing presence of the travellers camp also has the potential to put off future placements to the College simply by way of association. He ended his representations by advising that the College supported the view that the temporary traveller camp should be moved from the site and relocated to a more appropriate permanent and well structured environment.

The Chairman then took the opportunity to read out for those present the letter received from Councillor R.J. Bertin as detailed below.

"I wish to register my concern about the former recycling area in Hayes Road, Sully being used as a Travellers Site.

Having considered the matter, being in a blast area for the local chemical works I feel for the safety of these Travellers. This area has also been designated for other council functions and I feel should only be used for industrial purposes. That said, we do have a duty to provide Travellers sites throughout the county and would kindly request that the council seeks to provide such sites at the earliest opportunity in other areas.

I request that you take this into account and help find these Travellers a more suitable site in another location."

Following the representations as above the Chairman requested the Director of Development Services to present his report.

The Director commenced by referring to the background to the report as contained within paragraphs 2 to 21, the statutory requirements of the Council and the research that had already been undertaken with a range of gypsy and traveller groups within the Vale of Glamorgan and Cardiff. The data that had been provided for the draft LDP had been quantitative as it had been based on the views and experiences of accommodation provisions and wider service issues. The table below illustrated the estimated requirements for pitches and housing for the Vale of Glamorgan between 2008 to 2018:

Type	Additional Units per Annum	Total Additional Units over the 10 year period
Authorised pitches	0.6	6
Unauthorised pitches	0	0
Transit pitches (where Gypsies and Travellers may legally stop in the course of travelling)	1.5	15
Housing	0.1	1

The Welsh Government Circular 30/2007 “Planning for Gypsy and Caravan Sites” (December 2007) provided guidance to local authorities in Wales on the planning aspects of finding suitable sites for Gypsies and Travellers. It also required that where a Local Housing Market Assessment (LHMA) identified an unmet need for Gypsy and Traveller accommodation in an area, Local Planning Authorities (LPAs) should allocate sufficient sites in LDPs to ensure that the identified pitch requirements for residential and transit use can be met.

The Council had also as part of the LDP process the duty to identify sites where developments such as housing, employment or other uses may occur during the lifetime of the plan. The report detailed that between 4th December 2006 and 31st January 2007 the Council had invited developers, land owners, other interested parties to nominate candidate sites for development for potential inclusion in the emerging LDP. Leading on from this, 51 sites in total had been considered with 2 warranting a more detailed investigation against a range of environmental and land use constraints that might impact upon their suitability and deliverability for use as a site for gypsies and travellers.

Following consideration of the available sites, the site at Llangan owned by the Council, had been included in the deposit Local Development Plan for use as a gypsy and travellers site. A copy of the Gypsy and Travellers Site Assessment background paper which provided more detail on the site assessment methodology had also been made available in the Members’ room for information.

Public consultation on the LDP and accompanying documents, including the various background papers had taken place for the statutory six weeks prescribed by the Regulations between 20th February 2012 and 2nd April 2012. Significant representations and objections had been received on many of the elements of the LDP including the allocation of a Gypsy and Traveller Site at Llangan. The background to the LDP, the deposit plan consultation, an outline of the objections and the possible way forward would be the subject of a separate report to the Scrutiny Committee on 6th November 2012.

The Director informed the Committee that an issue that had emerged from the consultation was whether the matter could be progressed outside of the LDP process. However his view was that the document had been out for

consultation and to take the issue forward outside of the strategic document would be a difficult challenge in view of all the issues involved.

In answering a comment in respect of the lack of time taken to progress the LDP the Director referred to paragraph 34 of his report which detailed the range of legislation, national policies and guidance concerning Gypsies and Travellers which placed obligations on local authorities in Wales when exercising their functions and responsibilities. The Director also took the opportunity to inform Committee of the Inspectors comments (paragraph 34 of the Inspectors decision attached as an Appendix to the report) in relation to the appeal decision at Bonvilston, which stated that the "Circular explained gypsies may wish to find and buy their own sites to develop and manage. An increase in the number of approved private sites may also release pitches on Council sites for gypsies most in need of public provision. Further, Councils should encourage the provision of private sites."

The Director of Visible Services and Housing also advised Members that to remove the travellers from the site would be difficult for the Council in view of the fact that no permanent site had been earmarked within the Vale and the Council would be reluctant to take legal action that it knew it would have little chance of winning. In response to a question as to whether the site could be required for recycling purposes, he stated that this was a possibility but that it was dependant upon the tendering process that was jointly being undertaken between the Vale and Caerphilly Borough Council, it being noted that if the company Biffa won the tender they had their own site in Cardiff. He would also not be in a position to confirm whether the site would be required or not until the end of December when the tendering process was completed. In further response to a question of how the travellers had conducted themselves on the Sully site, the Director advised that the travellers had not caused the Council any concerns to date.

It was noted that following the consultation process, in relation to the Llangan site a number of responses had been received but the Director of Development Services was of the view it was premature to make any comments in view of the number of stages the Plan had to go through.

Councillor Penrose being afforded the opportunity to respond advised that his purpose in raising the issue was because it was a delicate matter and that, in his opinion, it would be better dealt with outside the LDP process as in the case of some other housing developments. The Director confirmed that there were examples of sites that had been brought forward outside the LDP process but that these had to be considered having regard to relevant policies contained within the adopted UDP. With regard to the Llangan site specifically, there had been a considerable amount of consultation undertaken, a number of responses received and in view of the strength of feeling he would not advocate dealing with the issue outside of the LDP. It was again noted that a report regarding a way forward for the LDP would be presented to the Scrutiny Committee in November and he estimated that it would take between 15 and 18 months before the final document would be ready to go before the Inspector to determine the Plan

Members, having considered the report and the representations received, were of the view that the issue of a Travellers and Gypsy site should remain within the LDP, however, it was

RECOMMENDED – T H A T the report be referred to the Cabinet for consideration with the request that Cabinet establish a permanent travellers site for the Vale of Glamorgan as soon as possible.

Reason for recommendation

In recognition of the representations received and the urgent need to establish a traveller site within the Vale of Glamorgan.

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Cabinet, having considered the recommendation of the Scrutiny Committee (Economy and Environment)

RESOLVED –

T H A T the content of the report was noted and it was agreed that this matter would be best dealt with under the LDP process which is currently under review.

Reason for decision

In recognition of the representations received and the urgent need to establish a traveller site within the Vale of Glamorgan.

C1878 OLYMPIC AND PARALYMPIC LEGACY IN THE VALE OF GLAMORGAN (REF) –

The Scrutiny Committee (Economy and Environment) on 9th October, 2012 considered a call in request from Councillor Claire Curtis on the Olympic and Paralympic Legacy in the Vale of Glamorgan.

Councillor Mrs. C.L. Curtis had requested the report to allow the Scrutiny Committee to investigate whether the Council could build on the success of the London 2012 Olympic and Paralympic Games and achieve the goal to “inspire a generation”. At the meeting a copy of a colour version of Appendix A was tabled for Members’ information. The report advised of the many initiatives that were being undertaken throughout the Vale of Glamorgan Council’s Sports Development Section together with schemes in partnership with Parkwood Leisure. The schemes included school based initiatives such as 5 x 60 and Dragon Sports initiatives which often provided the platform to introduce new sports to an area such as handball, volley ball and basket ball. The Council had also sought to support talented young people with the potential to achieve full international honours via the Sports Academy Scheme

with the report concluding that it was also acknowledged that the infrastructure of clubs and volunteers was vital in ensuring sustainable opportunities continued to exist. The Operational Manger advised that many meaningful partnerships existed between sport and leisure organisations in the Vale and with the Council and the opportunities that existed to increase these would probably be the route to success.

Members expressed their appreciation in respect of the impressive work that was currently being undertaken. In response to a view, that a recommendation should be put forward that the area of St. Cyres School should be used as a centre of excellence and referred to Sports Wales. It was agreed that as the issue of the area of St. Cyres School was currently out for consultation, this would be premature. However, Members welcomed the report and its appendices which detailed the significant amount of work being undertaken to date and agreed that the information should be circulated as widely as possible within the public arena. It was subsequently

RECOMMENDED –

- (1) T H A T the significant amount of work already being carried out in the Vale of Glamorgan to increase physical activity participation be referred to Cabinet and circulated as widely as possible for public information.
- (2) T H A T the Committee receives a sports development project report on an annual basis detailing physical activity statistics in the Vale of Glamorgan.
- (3) T H A T Cabinet be requested to carry out an audit of the use of school facilities for the general public, to also include details of whether the school was appropriate to be used for outside activities.

Reasons for recommendations

- (1) To inform Cabinet and the public of the work being undertaken.
- (2) To inform the Scrutiny Committee
- (3) To advise on usage

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Cabinet, having considered the recommendations of the Scrutiny Committee (Economy and Environment)

RESOLVED –

- (1) T H A T the significant amount of work being carried out in the Vale of Glamorgan to increase physical activity participation be noted.

- (2) T H A T all Members of the Council receive a sports development project report on an annual basis detailing physical activity statistics in the Vale of Glamorgan and that this report be published on the Council's web site.
- (3) T H A T the Operational Manager for Leisure Services in consultation with the Chief of Learning and Skills Officer carry out an audit of the use of school facilities for the general public, and also include details of whether the school was appropriate to be used for outside activities.

Reasons for decisions

- (1) To note the significant amount of work being carried out.
- (2) To advise all Councillors of progress.
- (3) To advise on usage.

**C1879 REVENUE AND CAPITAL MONITORING FOR THE PERIOD
1ST APRIL, 2012 TO 31ST AUGUST, 2012 (REF) –**

The Scrutiny Committee (Economy and Environment) on 9th October, 2012 considered the above joint report from the Director of Development Services and the Director of Visible Services and Housing.

The purpose of the report was to bring to the attention of the Scrutiny Committee the position in respect of the revenue and capital expenditure for the period 1st April 2012 to 31st August 2012 regarding the revenue and capital budgets which formed the Committee's remit.

The report noted that there was currently an adverse variance of £26k on the Highways Maintenance and Engineering Design and Procurement profiled budget which was mainly due to a slight overspend on employee costs. The budget would continue to be monitored. For Waste Management there was currently an £89k favourable variance with the underspend being mainly due to tonnages to landfill dropping as the food waste and co-mingled recycling programmes increased in popularity. With regard to Grounds Maintenance the £63k adverse variance was attributed to an overspend on new machinery as new legislation had come into force for Hand Arm Vibration. It was noted that Support services had a favourable variance of £48k existed which would be held for any cost pressures within Visible Services that may arise throughout the financial year.

With regard to the Economic Development and Leisure department, the Leisure Partnership agreement had been finalised on 1st August but there had been a shortfall in achieving the £1m efficiency savings target set for the year which equated to £333k in 4 months. The budget for Economic Development and Leisure would be increased to reflect the change which would be compensated by a corresponding reduction in the Policy budget. However,

notwithstanding the above, there was also an adverse variance on Leisure Services of £255k which had been partly due to timing issues whereby some staff costs, such as those paid on timesheets, were paid a month in arrears and as such, when the centres had transferred an additional month was paid i.e. £55k. Income received via direct debits on a monthly basis also partly covered a period in advance for a future month and likewise an adjustment had to be made to reduce income at the point of transfer (£95k). This had led to an overspend of £105k arising as a result of the general uncertainty prior to the start of the contract leading to a reduction in income, an increase in staff costs and additional work undertaken due to the transfer. The Head of Service advised that the figures shown were based on leisure service estimates and further work would be undertaken to clarify the position and any funding towards the adverse variance which would be addressed in the revised estimates to be reported to the Scrutiny Committee and Cabinet in November/December 2012.

For Planning and Transportation a favourable variance of £137k was reported which was predominately due to income from planning fees for major schemes which were being progressed in advance of profiled estimate. Although it was noted that the timing of their receipt would impact on the budget variance.

Members were concerned to note the significant adverse variance for Leisure Services but were advised that this should not recur in future years following the transfer of the management of the leisure centres to Parkwood.

Appendix 2 to the report detailed the financial progress on the Capital Programme as at 31st August 2012. Members referred to the structural repairs of the Eastern Shelter public convenience block and queried the estimates reported. The Director subsequently advised that the estimates had been arrived at after comparing them with similar works that had been undertaken on the Western Shelter.

Reference was also made to the Pont y Werin and NCN88 - South East Wales Transport Alliance (SEWTA) had approved the transfer of a grant of £17k for the National Cycle Network Route 88 budget to the Pont y Werin Cycleway budget. Cabinet would therefore be required to approve the amendment to the Capital budget.

Whilst referring to Appendix 2 of the report, Members queried the reduction figure of £75k for energy and street lighting with the Director of Visible Services and Housing advising that this was in relation to the installation of LED lights. He confirmed that there was no recommendation at present to reduce street lighting but that he would be reporting in the New Year on suggestions for savings and ways to generate income. In response to a query regarding the detail for a request for change of use under parks buildings and play equipment improvements (Appendix 2) the Director agreed to email the information to Members following the meeting.

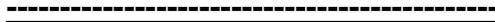
Having considered the report, it was

RECOMMENDED –

- (1) T H A T the position with regard to the 2012/13 revenue and capital monitoring be noted.
- (2) T H A T Cabinet be requested to consider approving a virement from the Policy Budget to Economic Development and Leisure of £333,000.
- (3) T H A T Cabinet be requested to approve the proposed amendment to transfer £17,000 from NCN88 to the Pont y Werin capital scheme and to also increase the Pont y Werin scheme by a further £6,000 funded from SEWTA grant.

Reasons for recommendations

- (1) That Scrutiny Members are aware of the position with regard to the 2012/13 revenue and capital monitoring.
- (2) To fund savings not achieved due to delay in transfer of leisure centres.
- (3) That Scrutiny and Cabinet approve the proposed amendment to the Capital Programme.



This matter had already been dealt with previously on the agenda under a reference from Corporate Resources.

Cabinet having considered the recommendations of the Scrutiny Committee (Economy and Environment)

RESOLVED –

T H A T the Scrutiny Committee's request be noted.

Reason for decisions

To fund savings not achieved due to delay in transfer of leisure centres.

C1880 TO REVIEW THE COST OF ANNUAL PASSES FOR DEDICATED MAINSTREAM SCHOOL TRANSPORT (REF) -

The Scrutiny Committee (Economy and Environment) on 9th October, 2012 considered the above report from the Director of Development Services.

The Director stated that where pupils were not entitled to free school transport by virtue of distance, it may be possible if places were available, to purchase direct from the Council a pass that would allow travel on the dedicated contracted school bus. However, this option was not available on "Fare Paying" school buses as these season tickets were purchased direct from the bus operator, who retained the revenue.

The report outlined that the current charge for the pass was £180 per pupil for a full academic year with officers recommending that it be increased to £225 from the start of the academic year 2012/13 as the current charge had not been increased for some five years. As a result of these charges the current rates were not in line with charges on Fare Paying school buses and were significantly below the commercial fare pattern. It was noted that applications already received would be honoured at the current rate.

During discussion concern was expressed as to the perceived substantial increase for passes, however it was noted that these had not been increased for some five years. Having considered the report it was subsequently agreed that the recommendations contained within the report be endorsed with an additional recommendation as detailed below.

RECOMMENDED –

- (1) T H A T the report and the proposed increase in the cost of passes sold for use on dedicated school transport services from £180 to £225 per academic year per pupil be noted.
- (2) T H A T the proposed increase, at (1) above be endorsed and referred to Cabinet for consideration, it being noted that an increase would be applicable to all purchased transactions received after the proposal was approved.
- (3) T H A T in future the passes be reviewed on an annual basis at the same time as the annual fees and charges review is undertaken for the Directorate.

Reasons for recommendations

- (1) To seek the views of the Committee.
- (2) To bring the charge for the passes in line with a comparable charge on the "Fare Paying" school buses for those not entitled to free school transport.

- (3) In order to ensure an appropriate review of fees and charges is undertaken.

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During discussion on this matter, it was noted that this increase was a result of the fees not being reviewed for the last 5 years.

Cabinet, having considered the recommendations of the Scrutiny Committee (Economy and Environment)

RESOLVED –

- (1) T H A T the proposed increase in the cost of passes sold for use on dedicated school transport services from £180 to £225 per academic year per pupil be approved.
- (2) T H A T the increase would be applicable to all future purchased transactions.
- (3) T H A T future passes be reviewed on an annual basis at the same time as the annual fees and charges review is undertaken for the Directorate.

Reasons for decisions

- (1) To agree proposed increase.
- (2) To bring the charge for the passes in line with a comparable charge on the “Fare Paying” school buses for those not entitled to free school transport.
- (3) In order to ensure an appropriate review of fees and charges is undertaken.

C1881 INDIVIDUAL DISABLED PARKING BAYS – UPDATE (REF) -

The Scrutiny Committee (Economy and Environment) on 9th October, 2012 considered the above report from the Director of Visible Services and Housing.

Members were informed of the current position regarding the provision of Individual Disabled Parking Bays within the Vale of Glamorgan and that the Director of Visible Services and Housing had been requested by the Leader of the Council to consider how the backlog of approved requests for Individual Disabled Parking Bays could be addressed. The Director advised that the Council’s Traffic Management Team received many applications for Individual Disabled Parking Bays to be provided in residential areas on the highway network. Each application was considered strictly in accordance with the

agreed Policy and a copy of the procedure for dealing with such applications was attached at Appendix A to the report. Funds from the Traffic Management Annual Operational Budget were allocated to progress 10 bays per year, with the cost of the provision of one Individual Disabled Parking Bay currently being approximately £1,300.

The report detailed that the provision of an Individual Disabled Parking Bay required a Traffic Regulation Order with the total cost of the provision of one bay including the cost of two Legal Notices as well as the costs of erecting of signs, the laying of road markings and appropriate traffic management. The estimate for the cost of the backlog of 24 bays was reported as approximately £18,200. This would mean that if all were addressed at the same time the costs of advertising would be reduced. The Chairman also referred to the cost of Traffic Regulation Orders in general and following consideration by the Committee, it was subsequently

RECOMMENDED –

- (1) T H A T the proposal to address the backlog of approved requests for Individual Disabled Parking Bays, as detailed within the report, be approved and referred to Cabinet for consideration.
- (2) T H A T Cabinet be requested to review the costs involved in making all Traffic Regulation Orders, in order to investigate whether they could be carried out more efficiently online and by letter.

Reasons for recommendations

- (1) To support the proposal to address the backlog.
- (2) In the interests of value for money and the Council's budget.

Councilor Moore confirmed that the report was initiated by him some months ago when he asked the Director to bring forward the report initially to Scrutiny before being presented to Cabinet, but it was not the intention to use the Visible Services reserves to fund this scheme. There was an under spend in the policy budget due to savings on members allowances and a reduction in the size of the Cabinet which would be used to fund the scheme.

Cabinet, having considered the recommendations of the Scrutiny Committee (Economy and Environment)

RESOLVED –

- (1) T H A T the proposal to address the backlog of approved requests be approved and be funded by the savings made from not filling all the Cabinet positions and the savings made by cutting the special responsibility allowances.

- (2) T H A T the cost of the work be met by a virement of £18,000 from the policy budget to the visible services budget.
- (3) T H A T the Director of Visible Services and Housing be requested to review the costs involved in making all Traffic Regulation Orders, in order to investigate whether they could be carried out more efficiently and that a further report be presented at a future date, updating any changes necessary to the policy.

Reasons for decisions

(1&2) To support the proposal to address the backlog.

(3) In the interests of value for money and the Council's budget.

C1882 CONTRACTS WITH THIRD SECTOR ORGANISATIONS FOR PROVIDING SOCIAL CARE SERVICES (REF) –

The Voluntary Sector and Joint Liaison Committee on 17th October, 2012 considered the above report.

Committee was updated on the arrangements for contracting with third sector providers of social care services in the Vale of Glamorgan. Whilst the Council was a direct provider of social care services, it was also a commissioner of those services on a large scale from other organisations primarily in the independent and third sectors. Social Services currently spent about £6.75m. a year on services provided through contractual arrangements and Service Level Agreements (excluding the spend on care home placements and domiciliary care packages). Of that, £5.172m. was for Adult Services and £1.614m. for Children's Services. A list of the organisations involved was appended to the report.

In 2010 the Welsh Government had provided statutory guidance setting out the responsibilities of local authorities in commissioning social services. That guidance and good practice identified 13 standards which formed the basis of the actions set out in the commissioning section of the Social Services Change Plan 2011 - 2014. To assist staff with the complex activities involved in social care commissioning, the Council had produced its Social Service Commissioning Framework 2011, the link to which was included within the report. The aforementioned Framework provided a uniform approach to the task of producing commissioning strategies. In order to support the production of specific commissioning strategies for the different areas within Social Services and to monitor delivery of the service specified in contracts, staff from within the Directorate had in place a programme of regular engagement sessions with the relevant organisations, including an annual review. Each third sector project also had a nominated Operational Manager from Social Services with responsibility for maintaining a dialogue with the service provider about the shape of services and plans for change.

The Council's Social Services Commissioning Strategy for Older People's Services 2011/18 had been approved in November 2011. A link to the aforementioned Strategy was contained within the report. The Strategy had helped to inform the dialogue with service providers from the third sector and the independent sector and development meetings would continue with those providers to help shape services in readiness for future procurement exercises. A Learning Disability Commissioning Strategy was also being drafted, a key feature of which was to maintain constructive relationships with providers and to work collaboratively in helping to determine the overall pattern of services.

During the course of her presentation of the report, the Head of Business Management and Innovation had stressed that discussions had been held with the 3rd sector throughout the process of realigning and reconfiguring services, in full knowledge of the level of savings required to ensure that services commissioned would be focussed and deliverable, thereby reducing the impact on service users and their families. Ms. Connor commented that it had been an interesting process which had been initially challenging and that the voluntary sector recognised that efficiency savings had to be made. By way of clarification, it was explained that the efficiency savings required to be made by the Directorate from the funding arrangements with the third sector were 4% year on year from 2011/12 to 2013/14. Ms. Connor confirmed that services had been tweaked accordingly. When asked whether there would be statistics evidencing client satisfaction with the realigned services, she responded that it was likely that voluntary sector organisations would have such evidence.

AGREED -

- (1) T H A T the current arrangements for contracting with third sector organisations be noted.
- (2) T H A T Cabinet be asked to consider receiving a future report outlining the arrangements with the voluntary sector across the authority during the budget setting process.

Reason for decisions

- (1&2) To ensure effective scrutiny of key functions undertaken by the Council.

(Note: During consideration of the above, Councillor Franks indicated that he felt he should withdraw from the room and subsequently did so)."

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Cabinet, having considered the recommendation of the Voluntary Sector and Joint Liaison Committee

RESOLVED –

T H A T the request for a future report outlining the arrangements with the voluntary sector across the authority during the budget setting process be referred to the Budget Working Group.

Reason for decision

To comply with the Councils Budgeting process.

C1883 ECONOMIC VALUE OF VOLUNTEERING WITHIN THE VALE OF GLAMORGAN (REF)

The Voluntary Sector and Joint Liaison Committee on 17th October, 2012 considered the above report.

Committee received the annual report on the Economic Value of Volunteering Within the Vale of Glamorgan which also included information on demographics. In comparison with the previous year the amount had risen from £28,218,456 to £29,487,731. The Mayor of the Vale of Glamorgan had been presented with a cheque for that amount at a presentation evening he had hosted to recognise volunteering within the Vale of Glamorgan. The statistics were based on 1,925 volunteers who were currently volunteering. Of those, 1,307 were women and 618 men. The most popular age group to volunteer were those aged 50+ followed by those aged 16 - 24. With regards to the employment status of volunteers, unemployed people were more likely to be involved in volunteering followed by those who were retired and then by students. That, in fact, showed a change from the previous year where most of those likely to be involved in volunteering were those who had retired. It was generally accepted that there had also been a change in the motivation for volunteering and a move away in certain cases from purely altruism. Young people in particular saw volunteering as a way, for example, of gaining experience and widening their skills base.

Committee was reminded that the Council provided £720,000 to the Voluntary Sector by way of grant assistance and that the investment provided a staggering return in voluntary activity in the Vale of Glamorgan. Discussion ensued on the accuracy of the economic value of volunteering as currently calculated given that the figure of £10.42 per hour used was based on a figure recommended in 2003. Members asked that the next report on the topic reflect, if feasible, real time figures and show the number of hours spent undertaking volunteer work.

AGREED -

- (1) T H A T the report be noted, that the 41 fold return on the investment made through grant assistance be acknowledged and that all organisations and volunteers involved be thanked for their efforts.

- (2) T H A T, in recognising the value of volunteering, cuts to voluntary sector funding be avoided where possible.
- (3) T H A T the report be referred to Cabinet and all other Members of the Council for information.

Reasons for recommendations

- (1&2) To have regard to the information presented, acknowledge the return on the investment through grant aid and to show appreciation.
- (3) To inform all Members of the Council.”

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Cabinet having considered the recommendations of the Voluntary Sector and Joint Liaison Committee

RESOLVED –

- (1) T H A T the recommendations from the Scrutiny Committee are noted and volunteers throughout the Vale are commended for their hard work and commitment.
- (2) T H A T the request to avoid cuts to voluntary sector funding be forwarded to the Budget Working Group for consideration.
- (3) T H A T the report be referred to all other Members of the Council for information.

Reasons for decisions

- (1) To recognise the hard work undertaken by voluntary workers.
- (2) To use the Budget Working group to consider any cuts voluntary sector funding.
- (3) To inform all Members of the Council.

**C1884 WELSH HOUSING QUALITY STANDARD ACTION PLAN
(VERSION 16) HOUSING REVENUE ACCOUNT ASSET MANAGEMENT
STRATEGY (REF) -**

The Scrutiny Committee (Housing and Public Protection) on 10th October, 2012 considered the above report from the Director of Visible Services and Housing.

The Committee was apprised of action taken to date in progressing the Action Plan in relation to the completion of works in respect of meeting the Welsh

Housing Quality Standard (WHQS). Committee noted that the latest Housing Business Plan had been approved previously by the Cabinet at its meeting held on 16th November 2011 and this had been subsequently submitted to the Welsh Government. In addition, the first annual return had been submitted to the Welsh Government on the Council meeting the requirements of the WHQS, details of which were set out in Appendices B and C to the report. This was the first return calculated using the Housing Asset Management database and demonstrated the need for significant investment with 2% of the Council housing stock currently meeting the above standard.

Four external contractors had been appointed to work in partnership with the Council following an extensive procurement process, all of which had considerable experience in delivering this type of work. The Council's own Building Services division would be undertaking some of the refurbishment works and this was mainly linked to sheltered housing accommodation across the county. Contractors had commenced work on 3rd September 2012 and would be monitored on a continual basis and their performance reported to the Council and to a Tenants Quality and Design Forum.

As referred to in an earlier report, sustainability issues and energy rating of certain "Hard to Treat" properties were under consideration, including options and decisions that would be required to be made to progress these homes in the future.

In addition to the above, over the last three years there have also been significant improvements to the Council's Adaptations Service for tenants with a disability with £2m of funding being made available for housing adaptation improvements. Innovations to changing the service, such as the greater use of call off contracts and staff training in a wider skill set, had dramatically reduced the time taken to deliver adaptation works.

Brief discussion ensued with the Committee commenting upon the current position of void properties within the Vale of Glamorgan and a need for a further report to be submitted to the Scrutiny Committee to enable the matter to be monitored and reviewed. In addition, reference was also made to the requirement for the action plan to be reviewed and updated to include, where appropriate, time bound completion dates for related actions as opposed to unidentified dates identified for example in 2017.

Having regard to the above and related issues it was

RECOMMENDED –

- (1) T H A T the action taken to date in meeting the requirements of the Welsh Housing Quality Standard including the updated Action Plan be noted.
- (2) T H A T Cabinet be requested to ensure that the Action Plan be reviewed and updated to include, where appropriate, time bound completion dates for related actions.

Reasons for recommendations

- (1) In acknowledgement of progress made to date.
- (2) To ensure that actions and related performance can be monitored and reviewed appropriately.

 Cabinet, having considered the recommendations of the Scrutiny Committee (Housing and Public Protection)

RESOLVED –

T H A T the Action Plan be reviewed and updated to include, where appropriate, time bound completion dates for related actions

Reason for decision

To ensure that actions and related performance can be monitored and reviewed appropriately.

C1885 DRAFT ALCOHOL STRATEGY 2012 – 15 (REF) -

The Scrutiny Committee (Housing and Public Protection) on 10th October, 2012 considered the above report from the Director of Development Services.

The draft Strategy had been designed to meet the needs of the population of the County and aimed to build on current capacity for the service by developing skills amongst the workforce at Youth Service and Health Service level to do with presenting alcohol related issues. The Strategy looked to work across partnerships to tackle and prevent alcohol related harm, building on the foundations laid by the Cadoxton House project in terms of collaborative working.

It was noted that the Strategy included the following main themes, as well as the mechanisms that would aid delivery in the following areas:

- education and prevention
- harm to the individual
- harm to the community.

Within a Vale of Glamorgan context, alcohol remained the highest source of referrals into substance misuse services across the County with 577 referrals during 2011/12. In addition, the Vale of Glamorgan Young Person's Consultation Report highlighted that nearly all young people in the Vale of Glamorgan had tried alcohol, with the typical age for the first use of alcohol being 12 years old and with at least a quarter moving towards a pattern of weekly alcohol consumption. It was noted that alcohol was an aggravating

factor in 11% of all recorded crime between April and November 2011 and 9% of anti social behaviour. In the Vale of Glamorgan, 37% (352) of all recorded and criminal violent offences between the same period were alcohol related.

An extended consultation exercise had recently been concluded with appropriate feedback received. The consultation feedback would be used to inform the final version of the Strategy prior to its formal publication. The Strategy would provide a work plan for the forthcoming three years for the Safer Vale Partnership.

The Safer Vale Manager indicated that action undertaken in meeting the objectives of the Strategy would be reported to the Vale of Glamorgan Local Service Board and to the Scrutiny Committee in the future. Oversight of the Strategy in itself would be managed by the Area Planning Board for Substance Misuse for Cardiff and the Vale of Glamorgan.

In response to a question from Councillor Bertin in regard to raising awareness of issues relating to alcohol abuse, the Safer Vale Manager confirmed that concentrated campaigns targeted at schools would be undertaken on a periodic basis. In addition, she also confirmed that arrangements were in hand to commission an alcohol and misuse service for younger people in the Vale of Glamorgan, which currently did exist. It was anticipated that this service, once commissioned, would oversee raising awareness on a joint basis and in collaboration with public health services. She also confirmed that text messaging campaigns would continue to be undertaken, including the use of other social media tools.

In commenting on the document itself, Councillor Drysdale reiterated his comments made at the last meeting of the Committee regarding the inclusion of objectives within strategies which were not outcome based. He considered that certain objectives contained within the Strategy were not assessing the impact of the Strategy within the community. He referred specifically to the objective contained within the Strategy which related to “develop and promote the availability of community detoxification packages of care” with the associated outcome which related to “increase volume of community detoxifications completed”. He expressed concern that this objective and outcome could not be appropriately measured and expressed concern that any increase in the availability of such packages should be of concern to the Committee. In response, the Safer Vale Manager indicated that available data suggested that there was a need within the community to increase such packages to address public health issues.

Having regard to the above and to the contents of the draft Alcohol Strategy, it was

RECOMMENDED –

- (1) T H A T the draft Alcohol Strategy for 2012-15 be endorsed and referred to Cabinet for approval.

- (2) T H A T the Scrutiny Committee receive regular updates on progress of work against the Strategy within future Community Safety reports.

Reasons for recommendations

- (1) To obtain the Cabinet's approval for the introduction of the proposed Alcohol Strategy 2012-15.
- (2) To enable the Scrutiny Committee to monitor and review the implementation of the Alcohol Strategy for 2012-15

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Cabinet having considered the recommendations of the Scrutiny Committee (Housing and Public Protection)

RESOLVED –

- (1) T H A T the draft Alcohol Strategy for 2012-15 be endorsed.
- (2) T H A T the Cabinet receive regular updates on progress of work against the Strategy within future Community Safety reports

Reasons for decisions

- (1) To approve the alcohol strategy 2012 – 2015.
- (2) To enable the Cabinet to monitor and review the implementation of the Alcohol Strategy for 2012 – 15.

C1886 SUSTAINABLE INVESTMENT - HOUSING INVESTMENT PROGRAMME (REF) –

The Scrutiny Committee (Housing and Public Protection) on 10th October, 2012 considered the above report from the Director of Visible Services and Housing.

The report sought to apprise the Committee on the “Sustainable Investment” approach and the work of the “Hard to Treat” group including further work being undertaken on the options appraisal for the best way forward for dealing with Council housing stock at Brecon Court in Barry and the Airey properties which were located throughout the Vale of Glamorgan.

The report was set within the context of meeting one of the main primary objectives of the WHQS which was energy performance and the standard all Council housing stock had to be improved to a SAP (2005) score of 65 or more.

The report set out the work of the “Hard to Treat” officer working group which had been established as a sub-group of the Housing Investment Group to ensure this approach was properly implemented. The report also detailed a range of issues in relation to the energy performance of the Council housing stock, which included a large amount of non traditional stock which required considerable structural and energy improvements to meet the above standards. It was envisaged at the present time that most of the necessary works would be affordable although additional funds were being pursued both from Arbed (Welsh Government initiative) Energy providers’ obligation (CESP/ CERT) and through Green Deal.

The Council had presently 5 unimproved Airey properties which required exceptionally costly repairs. Attached at Appendix B to the report was a separate progress report which outlined why an options appraisal on these properties was underway. It was also noted that further work on identifying other “Hard to Treat” stock was also being progressed.

In addition to the above, Brecon Court, Barry had also been considered by the Group due to its structural and other related problems and also attached at Appendix A to the report was an outline why an options appraisal was also required on these properties.

The Council’s Asset Manager also indicated that the Council currently owned 68 bedsit properties which would also be considered by the above Group. He indicated that these properties did not meet modern space and lifetime home standards and were often responsible for some of the Council’s worst “hard to let properties” which year on year had a detrimental impact on the Council’s void performance and rental income / Housing Business Plan. He indicated also that the Council was preparing an Older Persons’ Accommodation Strategy which was an essential piece of work and he envisaged that some of the “bedsit” dwellings would be considered as part of this work.

The nature of the housing stock and the high cost of non component replacement repairs experienced in voids / WHQS pilot schemes meant that close monitoring and analysis of the budget would be in place over the first six months of the framework contract. The Asset Manager indicated that this analysis would be used to help determine the scope of the planned repair works which were affordable. Where high cost dwellings were identified and estimated to cost more than £20,000, a sustainability test would be undertaken which would be reported to the “Hard to Treat” group to ensure a sustainable approach was adopted.

Discussion ensued regarding the contents of the report and, in particular, to the SAP minimum rating requirement of 65 in regard to the Airey type properties, the ability of the Council to access additional funding streams to assist with funding of work to these properties and the anticipated costs of refurbishing Brecon Court, Barry. Reference was also made to the recommendations contained in the report, particularly in regard to recommendations (3) and (5) contained therein with the general view expressed that any options appraisals be undertaken within a stipulated

completion period with the options appraisal to include the feasibility of demolition and rebuilding options in regard to Brecon Court, Barry, including the future type of housing development on this site and this options appraisal be undertaken coterminous with the options appraisal for the five unimproved Airey non traditional dwellings. The Council's Asset Manager responded by indicating that it would be difficult for the options appraisals to be undertaken in the short term as the Council did not have the relevant expertise in-house to undertake the appraisals at this time.

Having regard to the above and related issues, it was

RECOMMENDED –

- (1) T H A T the work of the “Hard to Treat” group, including the sustainable investment approach to meeting the Housing Investment Programme, be noted.
- (2) T H A T it be recommended to Cabinet to initiate further work on sustainability testing and the completion of an options appraisal to include the demolition and rebuild and future accommodation type on the site of Brecon Court, Barry, with the completion of the said appraisal to be determined by the Cabinet.
- (3) T H A T it be recommended to Cabinet that investment in the seven Airey “non traditional dwellings” which had already had structural frame improvement work be progressed, subject to an acceptable scheme being developed at a reasonable cost.
- (4) T H A T it be recommended to Cabinet to progress an options appraisal in respect of the redevelopment of the five unimproved Airey “non traditional dwellings” in tandem with Recommendation (2) above.
- (5) T H A T it be recommended to Cabinet to defer any decision to place Brecon Court, Barry and the unimproved Airey properties on hold for review on the basis as proposed within the report until the sustainability testing and the completion of options appraisal being undertaken in respect of Recommendations (2) and (4) above.
- (6) T H A T consultation with tenants and stakeholders on the options appraisal and the best way forward be undertaken and, where tenants in the unimproved Airey dwellings had expressed an interest in moving to more suitable housing, these options be progressed.

Reasons for recommendations

- (1) To apprise the Cabinet of work undertaken by the “Hard to Treat” Group in progressing sustainable investment approach in meeting the housing investment programme.

- (2-5) To ensure sustainable investment and the delivery of the asset management strategy, including related options appraisals were delivered within identifiable completion targets and for the avoidance of any doubt.
- (6) To ensure the views of tenants were considered as part of the above options appraisals."



At the meeting Councillor Curtis expressed his strong view that the Council should work to resolve the future viability of Brecon Court as soon as possible and that residents were kept fully informed of any progress. He also stressed his view that Brecon Court was a popular place to live and was concerned that this was not highlighted in the report.

Cabinet having considered the recommendations of the Scrutiny Committee (Housing and Public Protection)

RESOLVED –

- (1) T H A T further work on sustainability testing and the completion of an options appraisal to include the demolition and rebuild and future accommodation type on the site of Brecon Court, Barry, with the completion of the said appraisal to be determined by Cabinet in consultation with existing tenants and local Ward Members before any final decisions are made.
- (2) T H A T investment in the seven Airey “non traditional dwellings” which had already had structural frame improvement work be progressed, subject to an acceptable scheme being developed at a reasonable cost be agreed in consultation with the Cabinet Member for Housing, Building Maintenance and Community Safety, the Director of Visible Services and Housing, the Managing Director and Leader of the Council.
- (3) T H A T an options appraisal in respect of the redevelopment of the five unimproved Airey “non traditional dwellings” in tandem with Recommendation (1) above be approved.
- (4) T H A T any decision to place Brecon Court, Barry and the unimproved Airey properties be deferred for review on the basis as proposed within the report until the sustainability testing and the completion of options appraisal being undertaken in respect of Recommendations (1) and (3) above be approved.
- (5) T H A T consultation with tenants and stakeholders on the options appraisal and the best way forward be undertaken and, where tenants in the unimproved Airey dwellings had expressed an interest in moving

to more suitable housing, these options be progressed and that Local Ward Members and stakeholders be kept informed.

Reasons for decisions

- (1-4) To ensure sustainable investment and the delivery of the asset management strategy, including related options appraisals were delivered within identifiable completion targets and for the avoidance of any doubt.
- (5) To ensure the views of tenants were considered as part of the above options appraisals.

C1887 MANUAL ON AFFORDABLE HOUSING PROVISION (REF) –

The Scrutiny Committee (Housing and Public Protection) on 10th October, 2012 considered the above report from the Director of Visible Services and Housing.

The views of the Scrutiny Committee were being sought in regard to the proposed adoption of a manual in regard to the above subject matter which, once approved by the Cabinet, would be distributed to elected Members and Town and Community Councillors.

Having regard to the above and related matters, it was

RECOMMENDED –

- (1) T H A T it be recommended to Cabinet that the Affordable Housing Enabler distribute the “Manual for Elected Members” to Vale of Glamorgan Councillors and all Vale of Glamorgan Town and Community Councillors.
- (2) T H A T it be recommended to Cabinet that the Affordable Housing Enabler offer to brief interested Members and Town and Community Councillors on the topic.
- (3) T H A T it be recommended to Cabinet to request that the Affordable Housing Enabler provide an appropriate presentation to the Council’s Community Liaison Committee.

Reason for recommendations

- (1-3) To promote the positive role of Elected Members in developing much needed affordable homes within the Vale of Glamorgan.

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Cabinet, having considered the recommendations of the Scrutiny Committee (Housing and Public Protection)

RESOLVED –

- (1) T H A T the Affordable Housing Enabler distribute the “Manual for Elected Members” to Vale of Glamorgan Councillors and that the manual is made available on the Councils web site and all Town and Community Councils be advised of the link on the website.
- (2) T H A T the Affordable Housing Enabler be requested to provide an appropriate presentation to the Council’s Community Liaison Committee and other interested parties.

Reasons for decisions

- (1-2) To promote the positive role of Elected Members in developing much needed affordable homes within the Vale of Glamorgan.

C1888 TENANT PARTICIPATION STRATEGY 2012 – 15 ACTION PLAN (REF) –

The Scrutiny Committee (Housing and Public Protection) on 10th October, 2012 considered the above report from the Director of Visible Services and Housing.

The Cabinet had previously approved the above Strategy at its meeting held on 15th February 2012 (Minute No. C1620 refers). The report as tabled sought to update the Committee on progress against the above Strategy’s Action Plan, details of which were set out in Appendix 2 (LTPS Assessment Report 2011 – Vale of Glamorgan CBC).

The Council’s Strategy had been assessed overall as good by the Tenant Participation Strategy Advisory Service. The aim of the Strategy was to improve the quality and delivery of housing service, contribute to wider community development and achieve WHQS by increasing the participation and control that tenants had over housing service and landlord functions. The long term goal of the Strategy had been translated into a number of objectives which were more specific, details of these were set out in the body of the report. Each objective had a number of actions and “intended outcomes” to evidence the achievements of the tenants, staff and the housing service delivering the Strategy.

Achievements against the Action Plan to date included:

- a tenant profiling questionnaire had been sent to all Council tenants and a 43% return rate had been achieved

- a mystery shopping exercise had been conducted by the Tenant Engagement Associates to review the service offered by the Council's Contact OneVale service
- suggestion boxes and feedback forms had been installed in all sheltered housing schemes and the Housing reception in the Civic Offices
- 4 "Meet the Contractor" events had been organised, one in each of the Housing Improvement Programme areas
- 14 tenants attended the Tenant Participation Advisory Service course entitled "What is Tenant Scrutiny" to learn about the role of tenant scrutiny, the skills needed and how it could help to improve and inform the delivery of the housing service
- the Tenants Quality and Design Forum had visited a number of void Council properties after the programme of housing improvement works had been completed
- the Vale Standard newsletter had continued to be published quarterly
- all teams in the Public Sector Housing section maintained records of the tenant and community events that staff attended as informal opportunities for engagement with tenants
- all team managers attended corporate complaints handling training and each team manager was responsible for recording and responding to complaints relating to their service area
- a member of the Homelessness and Housing Advice Team attended a weekly Multi-Agency Risk Assessment Conference to discuss the multi-agency approach to addressing the current domestic abuse cases
- postcard sized satisfaction and feedback questionnaires were provided to people accessing the Housing advice drop in service on 15th of each month (or the next working day) and larger questionnaires had been sent to those clients leaving temporary accommodation on the same date. Prepaid envelopes had also been provided to encourage responses. Completed questionnaires were then recorded on an in-house data base
- the Supporting People Team had reviewed housing related support service provided by Hafod Housing Association, Atal y Fro, Llamau and Taff Housing Association this financial year. Each service review had included interviews with 20% of service users and gathered their views on the service they received.

In addition to the above matters, it was also noted that a review of the Tenants' Governance Structure was currently being conducted. Changes to the structure were anticipated to be implemented by January 2013. Following these changes the Action Plan would be reviewed. The updated Action Plan would include the target dates and address the issues raised in the TPAS assessment of the Strategy, including:

- providing greater detail in relation to the outcomes about specific improvements to services and community life

- including more detailed actions for existing tenant participation activities in order to show how outcomes would be achieved.

In commenting on the document, the Chairman referred to the timescales for the completion of the review of the Tenants' Governance Structure and instructed that a further report be submitted to the Scrutiny Committee on the conclusion of that exercise. A number of other general points were also made in regard to the document, specifically in relation to the updating of the Action Plan to include targets and timescales and separately, the future provision of training for tenant representatives. Mr. Farrington had indicated that further training had been requested but had yet to be arranged. Brief discussion also touched upon the mechanism for accessing funding for environmental improvements under the auspices of the WHQS.

Having regard to the above and related matters, it was

RECOMMENDED –

- (1) T H A T progress to date against the Tenants Participation Strategy 2012 – 15 Action Plan be noted.
- (2) T H A T it be recommended to Cabinet to expedite appropriate training opportunities for all tenant representatives as soon as practicable.

Reasons for recommendations

- (1) In acknowledgement of progress made to date.
- (2) To ensure that all training opportunities were provided to tenants' representatives in a timely manner.

(Note: Councillor J. Drysdale had previously declared an interest in the above item and left the room during consideration of the matter.)"

 Cabinet having considered the recommendations of the Scrutiny Committee (Housing and Public Protection)

RESOLVED –

- (1) T H A T training opportunities for all tenant representatives are arranged as soon as practicable be approved.
- (2) T H A T all tenants and officers involved who have worked through this considerable process be thanked for all their hard work not only on this strategy but also for their past involvement.

Reasons for decisions

- (1) To ensure that all training opportunities were provided to tenants' representatives in a timely manner.
- (2) To show appreciation for the work undertaken.

C1889 UPDATE ON THE USE OF CCTV IN THE VALE OF GLAMORGAN (REF) -

The Scrutiny Committee (Housing and Public Protection) on 10th October, 2012 considered under Part II, a call in from Councillor Richard Bertin.

The report had been prepared in response to a Request for Consideration which had been received from Councillor R.J. Bertin in respect of the operation of the CCTV facility in the Vale of Glamorgan. The report referred to current operational arrangements of active CCTV monitoring within the Vale of Glamorgan as supported by the Community Safety Partnership and South Wales Police. It was noted that the service continued to be able to support any planned operations by South Wales Police on a 24 hour, 7 day a week basis. The rate of arrests attributable to the use of CCTV had remained consistent. The Operational Manager for Customer Relations, in commenting on certain operational aspects of the service, indicated that regular meetings with South Wales Police, the Head of Public Protection and the Principal Community Safety Officer were held to identify and resolve any operational issues. He also indicated that to further increase service resilience and support for the service, options were currently being assessed to:

- review the potential for South Wales Police officers to be trained to retrieve CCTV footage for evidential purposes
- work in collaboration with other local authorities to identify ways in which to provide business recovery and resilience through partnership working.

Discussion ensued on the potential options for the future operational provision to be undertaken by South Wales Police.

Having regard to the above and related issues, it was

RECOMMENDED –

- (1) T H A T Cabinet request the Operational Manager for Customer Relations to prepare an appropriate business case and options for the future operational provision of CCTV in the Vale of Glamorgan.
- (2) T H A T, subject to Recommendation (1) above, a further update report be submitted to the meeting of the Scrutiny Committee in January 2013.

- (3) T H A T an annual report on the operational performance of the CCTV service be presented to the Scrutiny Committee for consideration.

Reasons for recommendations

- (1) To seek Cabinet's approval.
- (2) To update the Scrutiny Committee on the progress in respect of Recommendation (1) subject to the Cabinet's approval.
- (3) To ensure that the service's performance is monitored and reviewed.

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Councillor Brooks questioned whether it would be practicable to bring a report to Scrutiny by January 2013.

Cabinet having considered the recommendations of the Scrutiny Committee (Housing and Public Protection)

RESOLVED –

- (1) T H A T the Operational Manager for Customer Relations prepare an appropriate business case and options for the future operational provision of CCTV in the Vale of Glamorgan.
- (2) T H A T a further update report be submitted to the meeting of the Scrutiny Committee (Housing and Public Protection) as soon as practicable and then to Cabinet.

Reasons for decisions

- (1) To prepare a business case and options for CCTV in the Vale of Glamorgan.
- (2) To update the Scrutiny Committee on the business case and options for the future operational provision of CCTV in the Vale of Glamorgan be approved.

C1890 CARDIFF BAY ADVISORY COMMITTEE -

The following minutes of the meeting held on 19th September, 2012 were submitted:

Present:

Councillor L. Burnett	Vale of Glamorgan Council
Mrs. C. Dimond	Cardiff Flood Action Committee

Mr. J. Harrison	Environment Agency Wales
Councillor D. Huw Thomas	Cardiff Council
Councillor G. Roberts	Penarth Town Council

Also present:

Mr. S. Howell	Cardiff Harbour Authority
Mr. C. Hope	Vale of Glamorgan Council

(a) Appointment of Chairman -

AGREED – T H A T Councillor L. Burnett be appointed Chairman for the ensuing Municipal year.

Councillor Burnett took the Chair.

(b) Appointment of Vice-Chairman -

AGREED – T H A T Mrs. C. Dimond be appointed Vice-Chairman for the ensuing Municipal year.

(c) Apologies for Absence -

These were received from Mr. M. Chidlow (Harbour Master), Councillor A. Govier (Cardiff Council), Dr. S. Howard (Countryside Council for Wales), Mr. S. Jones (Quay Marinas Ltd.) and Ms. S. Newbold (British Marine Federation / CBYC / RYA).

(d) Minutes -

AGREED - T H A T the minutes of the meeting held on 15th March, 2012 be accepted as a correct record.

(e) Navigational Safety – Cardiff Harbour Authority - Mr. Simon Howell –

SWF&R vessel had arrived in Cardiff, and staff training had been undertaken. The pontoon installation should be undertaken in the next month which would enable the vessel to then be fully operational in Cardiff Bay. The RNLI had decided to delay a decision on whether to site a vessel inside the Bay and would support the RNLI vessel from their current base in Penarth. This would be reviewed next year.

An incident occurred in April when a number of “optimist” sailing dinghies from Cardiff Bay Yacht Club were sailing close to the Barrage sluice boom during a draw down operation. This involved the sluices being opened to reduce the water level in the Bay and around 500 tonnes of water a second was being

discharged out of the sluices following a period of tide lock and heavy rainfall. Barrage control were unable to contact the Club's training staff and as a result had to stop the draw down operation.

Although no accident occurred, the Yacht Club were advised to ensure that all their safety boats involved in similar events carry VHF radios and at least one monitors VHF Channel 18 (Barrage Control). The Club's activity risk assessment was also reviewed to ensure that it took account of water conditions such as sluice operation during draw down operations in future. The use of VHF radios by safety boats and the monitoring of VHF Channel 18 by all users was also strongly recommended to all other clubs and Bay users following this incident.

(f) Progress Update - Cardiff Harbour Authority - Mr. Simon Howell -

There had been no major water quality issues over the Spring and Summer periods with oxygen levels over 99.9% compliant with the 100mg standard over that period and no algal blooms observed. This had been helped by the very wet Summer although this had increased debris volumes brought into the Bay.

By the end of September over 200 tonnes of debris would have been removed from the Bay, which is significantly higher than for the same period last year when 23 tonnes were removed.

39 swans died in Cardiff Bay and Roath Park Lake this Summer, which was over 10% of the resident population in these areas. When five or more dead birds are identified in an area, post mortem testing is initiated because of the risk of avian bird flu. The tests showed that the deaths were mainly caused by a duck related virus and therefore avian flu was ruled out as the cause.

Migratory fish numbers trapped at Radyr Weir had continued to improve this year following the best year on record last year. 103 salmon had been trapped so far this year compared to 78 in 2011 and sea trout figures are 49 compared to 21 last year.

The Barrage had operated effectively over the Summer period and the second dredging campaign of the year was completed in August. Some locking restrictions were imposed over the past two months to deal with some emergency repairs to the bascule bridges. Some cracking to steel beams on the bridges was identified in April and temporary repairs had been undertaken. The permanent repairs to the bridges would be undertaken starting in October / November and should be completed by March.

The Summer events went well this year, with highlights being the World Cup canoe slalom event, the Home Nations Rowing Championships, the International Food and Drink Festival and the Harbour Festival with the Extreme Sailing Series. This was the first of three years that Cardiff had secured this event and it was estimated that it attracted over 35,000 visitors

over the four days of competition. The organisers, competitors and visitor feedback had been excellent and the event would develop further over the next two years.

(g) Update Report - Environment Agency – Mr. John Harrison -

Mr. Harrison provided a brief overview of the role of the Environment Agency, i.e.

- It acts as a partner with the Harbour Authority in that the two organisations possessed shared values and desired outcomes, namely a better quality environment and habitat for the residents and wild life. As such, the water quality levels had exceeded expectations.
- The Environment Agency had a regulatory role to ensure that:
 - the Harbour Authority met its obligations
 - any pollution incidents involving the Rivers Ely and Taf were dealt with.
- The Environment Agency also had a role as contractor in that it provided a service for monitoring the health of the fish stock and also monitoring the numbers of salmon.

Mr. Harrison advised that the Environment Agency took any reported incidents of pollution seriously. It was fortunate that there had been no incident of major pollution in the area.

Mr. Harrison advised of a number of recent pollution-related incidents, namely

- An area of the Ely River had been boomed-off whilst a ship had been towed out of the Harbour.
- A further incident involved a land-based waste disposal site based on the River Ely. The operators had not met the Environment Agency's requirements. The Company had been sold to new owners who were putting the Environment Agency's requirements into place.
- A further pollution incident involved mis-connections of the drainage system at an apartment block within the Harbour. An investigation of how this came to occur was being carried out.

Finally, Mr. Harrison advised that the Environment Agency and the Countryside Council would be merged into a new Environmental Body for Wales. The Body would exist from 1st April 2013 and would bring a new approach to the handling of environmental issues in Wales.

AGREED – T H A T a report be brought before a future meeting of the Advisory Committee outlining the aims and powers of the new Environmental Body.

(h) Information Report - Cardiff International Sports Village -

The report had been presented to the Executive of Cardiff Council on 5th April 2012 with approval being sought for the approval of the Heads of Terms in respect of Phase 2 of the Waterfront at Cardiff International Sports Village.

AGREED – T H A T the contents of the report be noted.

(i) Date of Next Meeting –

AGREED – T H A T the next meeting be held on Wednesday, 21st November, 2012 at 5.00 p.m. in the Cardiff Harbour Authority Offices.

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RESOLVED - T H A T the minutes be noted and congratulations were given to Councilor Burnett in her appointment of Chairman to this Committee.

C1891 SECTION 106 LEGAL AGREEMENTS - PROTOCOL FOR IMPLEMENTATION OF SPEND (RIPT) (SCRUITINY – ECONOMY AND ENVIRONMENT) -

The purpose of the report was to outline the issues that surrounded the implementation of section 106 financial receipts and to seek Cabinet endorsement of the updated protocol for implementation of section 106 obligations. Details of the section 106 account, including plans for implementation, were attached at appendix A.

Each year an annual monitoring report had been prepared for Cabinet that summarised the Council's progress on negotiating, monitoring and implementing planning obligations through section 106 agreements.

At its meeting of 1st October, 2012 Cabinet considered the monitoring report for 2011/12 and resolved "That a further report is presented at a future Cabinet Business meeting outlining a protocol on how the Council can release Section 106 monies" for the reason "in order that schemes approved can be established from the monies received under the Section 106 Agreements".

In 2008, the Council introduced a protocol for Member Involvement in the implementation of section 106 spend. The protocol, attached as appendix B to the report set out that when financial obligations were received, the relevant service area would be notified and options for spend would be considered and proposed with consultation undertaken with Ward and Cabinet Members and a scheme for implementation agreed.

The report outlined that there were a number of issues that frustrated the successful and speedy implementation of section 106 financial receipts.

Firstly, the ad-hoc timing of financial receipts because they were triggered by market dependant factors such as the commencement of development or beneficial occupation of that development. This made it difficult to plan ahead without potentially wasting staff resources. This issue was primarily out of the Council's control.

Secondly, there were a few issues that prevented service areas progressing schemes towards implementation, namely: a lack of 'on the shelf' schemes ready to implement. The small sums of money sometimes involved made it difficult to implement a meaningful scheme without pooling resources alongside other sums of money; resources to undertake projects above and beyond the normal work programme; and, prioritisation of other workloads that were time-constrained or more urgent.

In addition, there had been delays in the past following member consultation and disagreements on how contributions should be spent in particular areas.

Due to the issues outlined it was intended to utilise the Council's Project Management Unit to drive forward implementation of section 106 receipts, especially for major development sites such as Penarth Heights and Barry Waterfront where the number and value of the contributions were significant.

The Director of Development Services was currently considering options to allow the effective monitoring of section 106 implementation. This role had typically been undertaken by the Principal Planner (Planning Obligations) who, out of necessity, was now devoting more time to work on the introduction of a Community Infrastructure Levy for the Vale of Glamorgan.

To utilise some of the smaller sums of money, it was envisaged that the Council would continue to seek to match-fund section 106 monies with other grants such as Creative Rural Communities and Barry Regeneration Area funding.

To try to avoid delays arising from separate stages of consultation, it was proposed to amend the protocol to notify the relevant ward and Cabinet members when s106 monies were received so that they could put forward suggestions of schemes for implementation at the same time that service areas were considering options for spend. It was hoped that this would stream line the process, and also allow for all options to be considered at the same time. The protocol at Appendix B to the report reflected this change.

In addition, the capital schemes funded by S106 obligations would be included in the Council's Capital Monitoring data, so that spends would be tracked. Likewise, it was envisaged that performance against Section 106 implementation would be subject to regular updates to the Council's Corporate Management Team.

Finally, where appropriate, officers would seek on-site provision of facilities as part of developments to remove the administrative burden from the Council and leave the responsibility of implementation with the developer. This would be particularly relevant to matters such as public art and open space facilities, which can more practically be provided on site.

This was a matter for Executive decision.

RESOLVED –

- (1) T H A T the content of the report and the issues raised herein be noted, and proposals for improvement be endorsed.
- (2) T H A T the updated protocol for implementation of section 106 obligations be endorsed.
- (3) T H A T the report be referred to the report to Scrutiny Committee (Economy and Environment) for consideration.

Reasons for decisions

- (1) To enable further progress to be made on the issues surrounding section 106 implementation.
- (2) To ensure the effective future implementation of section 106 obligations.
- (3) To seek the views of Scrutiny Committee (Economy and Environment) on the content of the report.

C1892 COUNCIL TAX SUPPORT (L) (SCRUTINY – CORPORATE RESOURCES) -

Approval was sought for the procurement of software to support the implementation of the Council Tax Support Scheme that would replace Council Tax Benefit from April 2013.

The Council used the Academy system supplied by Capita Software Services for the administration of Council Tax, Non - Domestic Rates, Housing and Council Tax Benefits, Free School Meals and Housing Benefits Overpayments Recovery. Capita was one of three suppliers of revenues and benefits software used by Councils in Wales

As part of the UK Government's welfare reforms the existing Council Tax Benefit system would be abolished and replaced by a localised system of Council Tax Support. Councils would be required to adopt the scheme and discretions by 31st January, 2013. In the absence of a Council adopting a scheme, a default scheme would apply.

Three software suppliers had been working with the Welsh Government to provide software to enable Councils to administer a Council Tax Support Scheme in line with the Welsh regulations from April, 2013. It was essential to have software in place for development and implementation of the scheme for Council Tax billing in February, 2013.

As the Council used Academy software for the administration of its revenues the only feasible option was to purchase the Academy Council Tax Support module from Capita Software Services.

This was a matter for Executive decision.

RESOLVED –

- (1) T H A T the Council procures the Academy Council Tax Support module from Capita Software Services on terms agreed by the Head of Financial Services in consultation with the Leader.
- (2) T H A T the Head of Legal Services be authorised to execute the necessary legal documentation.
- (3) T H A T Contract Standing Order 6.1.1 (a) be used given the proprietary nature of the software.
- (4) T H A T the procurement be funded from the Welfare Reform Reserve if necessary.

Reasons for decisions

- (1) To ensure that the Council has suitable software to deliver the Council Tax Support Scheme to eligible Council Tax payers in the Vale of Glamorgan.
- (2) To cover the contractual obligations.
- (3) To regularise the use of a single supplier.
- (4) To fund the procurement.

C1893 REPLACEMENT OF WEBSITE CONTENT MANAGEMENT SYSTEM (L) (SCRUTINY – CORPORATE RESOURCES) -

In December, 2006 the Council implemented a new Content Management System (CMS) to manage the external, customer facing website, the internal StaffNet and the Contact Centre's Knowledgebase. From April 2013, the support arrangements from the current software supplier would cease and a procurement exercise would need to be taken to ensure service continuity.

The website was central to the Council's Channel Strategy, a key aim of which was to encourage customers to use web - based transactions, thereby minimising the use of more costly contact methods and increasing the availability and accessibility of information for customers. The Council's website had over 10,000 pages and in excess of 25,000 visitors every week.

The tender exercise involved a cross - departmental project team being established which would be project managed by ICT. The team would develop a specification describing the Council's requirements and evaluate potential supplier responses against the criteria. The project team would use the Council's project management methodology to support the delivery of this project and implementation the new software.

This was a matter for Executive decision.

RESOLVED –

- (1) T H A T a tender exercise be carried out seeking potential suppliers for the provision of a new CMS.
- (2) T H A T delegated powers be given to the Managing Director in consultation with the Leader to accept the most economically advantageous tender.
- (3) T H A T the use of Corporate and Customer Service reserves to fund this project be approved.

Reasons for decisions

- (1&2) To enable the Council to continue to operate a high quality and supported website.
- (3) To fund the CMS.

C1894 MICROSOFT SOFTWARE LICENCING (L) (CORPORATE RESOURCES) –

Cabinet was informed of the outcome of the tender process to acquire Microsoft Licences.

A report was presented to Cabinet on the 11th June, 2012 outlining the options available to the Council to procure Microsoft Licences.

Minute C1737 resolved that delegated authority be granted to the Director of Finance, ICT and Property in consultation with the Leader to award the tender to the winning supplier for the supply of Microsoft Software and that a further report be presented to Cabinet on the outcome of the award of the contract.

The tender document outlined options that are outlined below for the suppliers to bid against to ensure that the Council obtained best value for money. Only two of the possible suppliers responded to the tender, Insight and Computacenter.

There were 5 options that were outlined in the original report to Cabinet,

- Option 1 - Enterprise Agreement - Perpetual - The Council owned the software and could upgrade to whatever was the latest version during the 3 years of the contract. At the end of that time the Council had an option to take a break for up to two years, but could not upgrade during that period.
- Option 2 - Enterprise Agreement - Subscription - The Council rented the software but never owned it, but could upgrade to whatever was the latest version during the 3 years of the contract. At the end of that time, the Council could enter into another agreement or revert to another type of agreement or stop using the software. There was a potential penalty to moving to another type of agreement that if incurred would increase the cost of any software procured by a factor of 1.7 above the Public Sector pricing.
- Option 3 - Select Agreement - Perpetual -The Council owned the software but had no rights to upgrade during the 3 years of the contract. At the end of the period the Council would have to buy the licences again to move to the latest version.
- Option 4 - Select Agreement with Software Assurance - Perpetual -The Council owned the software and could upgrade to whatever was the latest version of the software during the 3 years of the agreement.
- Option 5 - Microsoft Office 365 - Licenced - The Council rented the software on a flexible, per user, per month subscription plan with Microsoft hosting and managing the software.

Tenders were evaluated following the agreed criteria of 70% cost and 30% quality and the winning bid was received from a company called Computacenter.

The contract documentation had been completed and signed off and a number of pcs had been migrated to Windows 7 and Office 2010 as part of the testing and compatibility process prior to a wider roll out that would be commenced later this year.

The winning bid was for Option 2 for a Microsoft Enterprise Subscription licence. This was substantially less than the indicative costs that had been obtained as part of the research prior to advertising the tender. The full details of the bids received had been included in Appendix A to the report which contained commercially confidential financial details of the bid and had been declared as a Part II document.

This was a matter for Executive decision.

RESOLVED –

T H A T the contents of the report be noted.

Reasons for decision

That Cabinet are made aware of the arrangements for the provision of Microsoft Licences.

Before moving to part II items Councillor Moore explained that these items were being taken under Part II as they contained financial information in regards to tenders and confidential information relating to reports considered under part 1 of this agenda.

C1895 EXCLUSION OF PRESS AND PUBLIC -

RESOLVED - T H A T under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 4 of Schedule 12A (as amended) of the Act, the relevant paragraphs of the Schedule being referred to in brackets after the minute heading.

C1896 MICROSOFT SOFTWARE LICENCING (L) (EXEMPT INFORMATION – PARAGRAPH 14) (SCRUTINY - CORPORATE RESOURCES) –

Cabinet were presented with the Part II appendix to the above report (Minute C1894) that outlined the tender details for Computacenter and Insight.

This was a matter for Executive decision.

RESOLVED –

T H A T the contents of the appendix be noted.

Reason for decision

T H A T Cabinet are made aware of the arrangements for the provision of Microsoft Licences.

**C1897 UPDATE ON THE USE OF CCTV IN THE VALE OF
GLAMORGAN (MD) (EXEMPT INFORMATION – PARAGRAPH 18)
(SCRUTINY - HOUSING AND PUBLIC PROTECTION)**

Cabinet were presented with the Part II appendix to the above report (Minute No C1889).

This was a matter for Executive decision.

RESOLVED –

T H A T the contents of the appendix be noted.

Reason for decision

To note the update on the use of CCTV in the Vale of Glamorgan