

CABINET

Minutes of a meeting held on 11 January, 2016.

Present: Councillor S.C. Egan (Chairman); Councillors: B.E. Brooks, L. Burnett, C.P.J. Elmore and G. John.

Apologies: Councillor N. Moore. The Leader apologised for not being at Cabinet and confirmed that he was attending the funeral of his best friend who had suddenly died before Christmas.

C3025 MINUTES –

RESOLVED – T H A T the minutes of the meeting held on 14 December, 2015 be approved as a correct record.

C3026 DECLARATIONS OF INTEREST –

The following declaration of interest was received.

Councillor C.P. J. Elmore	<p>Agenda Item 19</p> <p>Reason for Declaration –</p> <p>A Local Education Authority (LEA) appointed Governor at Barry Comprehensive School. As an LEA Governor, his personal interest did not equate to a prejudicial interest and therefore he was able to speak and vote on the matter.</p>
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C3027 VALE OF GLAMORGAN LOCAL ACCESS FORUM -

The minutes of the Vale of Glamorgan Local Access Forum meeting held on 25 November, 2015 were submitted.

Present: Councillor E. Williams (Chairman); Mr. F. Coleman, Mr. J.J. Herbert, Ms. C. Lucas, Mr. R. Pittard, Mr. R. Simpson, Mr. G. Thomas and Mr. R. Traherne.

Mr. J. Wyatt, Mr. S. Pickering, Mr. G. Teague and Mrs. S. Thomas (Vale of Glamorgan Council).

1. Apologies for Absence –

These were received from Ms. A. Haden, Mr. H.S. McMillan, Ms. E. Nash and

Mr. B. Guy and from Ms. S. Tindal (Natural Resources Wales)

2. Minutes –

AGREED – T H A T the minutes of the two meetings held on 30th September, 2015 be approved as a correct record.

Referring to the list of projects which had been included within the 2015-16 Rights of Way Improvement Plan (ROWIP) funding programme, Mr. F. Coleman referred to some sections of the Millennium Heritage Trail as being poorly signed or not particularly well kept. He questioned whether some kind of prioritisation exercise should take place, rather than just identifying issues (possibly in a similar way as occurred in respect of maintenance issues). Mr. G. Teague indicated that the way-marking process would include reverting to an older / better design of disc. Officers were currently looking to produce work programmes across the county and discussions had commenced with Valeways. The Adopt a Path Scheme would also be utilised.

A short discussion ensued as to the type of stone used in dealing with rollback following coastal erosion. Mr. Teague confirmed that Type 1 quarry stone was used. Mr. R. Pittard informed Members that some Local Authorities were trialling blast furnace slag (which was a cheaper option than quarry stone).

3. Review of Rights of Way Improvement Plans: Guidance to Local Highway Authorities in Wales: Consultation Draft –

In May last year the then Minister for Culture and Sport made it clear that Local Authorities would be required to revise the Rights of Way Improvement Plan (ROWIP) for their area and that Welsh Government (WG) would issue Statutory Guidance to support this.

The Vale of Glamorgan's ROWIP was published in November 2007 and should therefore be republished before November 2017

Natural Resources Wales(NRW) had been asked to carry out targeted consultation with key stakeholders including Local Access Forums. This was being delivered through the following:

- production of Draft Guidance which had been produced with input from the ROWIP Guidance Review Working Group (which comprised Local Authority and national park representatives, WG and NRW staff)
- issuing the Draft Guidance by e-mail for targeted Consultation: the consultation period ran until 27th November, 2015
- supporting a National Access Forum subgroup meeting that was held on 2nd November, 2015.

Responses made would be collated and considered by NRW and the Working Group before the Draft Guidance was finalised and NRW advice issued to WG by the end of February 2016.

The Draft ROWIP Guidance revised guidance issued in December 2002 which supported the introduction of the first ROWIPs. The draft covered the following areas:

- Context and Scope of ROWIPs
- Developing a New ROWIP
- Preparing the New Assessment
- Preparing the New Statement of Action
- Developing and Renewing Delivery Strategies
- Publicising and Publishing the ROWIP
- Implementing the ROWIP.

The guidance was updated to account for recent legislative changes, including sections incorporating:

- The Well-being of Future Generations Act 2015
- The Active Travel (Wales) Act 2013
- The Equality Act 2010.

A significant area of change was in acknowledging feedback to make ROWIPs more flexible and responsive to changing circumstances.

As a result the draft guidance introduced 'Delivery Statements' encouraging such statements to be annexed to the main plan. Delivery statements were intended to comprise focused work plans that were linked to the ROWIP objectives but sat outside of the main plan. This allowed them to be reviewed and adapted periodically without the need to republish the whole plan.

Other matters considered within the guidance included the possibility of jointly producing ROWIPs with neighbouring Authorities, which might have relevance in the light of any prospective local government reorganisation. The prospect of establishing an index of authorised structures was also raised.

Mr. Teague considered there to be a potential role for the LAF in terms of the development and review of a Delivery Statement.

Mr. Coleman considered the scope of the consultation document to be fairly prescriptive in terms of what was potentially going to be required and he asked what level of resources Mr. Teague envisaged (if any) were likely to be made available to Authorities. Given the statutory requirement under ROWIP legislation, Authorities were being told that they would be unable to use, for example, ROWIP grants (as Local Authorities were already being paid to undertake the statutory duty). Mr. Teague considered there might be a possibility of being able to use maintenance funding. Nevertheless, Mr. Coleman suggested that the process would represent a significant commitment for a small team of officers.

Mr. Traherne asked whether the new ROWIP, once developed, would in fact be hugely different from the existing version. Mr. Teague responded that there were likely to be a lot of similarities.

Mr. Pittard commented that similar issues had been raised within the Bridgend Local Access Forum. He commented that he had seen no reference to the linking of the ROWIP process to potential new Local Authority structures currently being aired. Responding to a question as to the position regarding the ROWIP process in the event of Local Government Reorganisation taking place, Mr. Teague alluded to the potential difficulties in terms of attempting to undertake the exercise on a cross-boundary basis (for example, in terms of Public Path Orders). There was a general consensus amongst Members of the Forum in terms of recording concern regarding the potential resourcing of such a programme and also the fact that Members considered it would be more prudent to await the outcome of any Local Government reorganisation exercise before the production of a new ROWIP became a statutory requirement.

Mr. Teague considered the Council was likely to receive ROWIP grant funding for 2016/17 and, as such, he confirmed he would prefer to progress the ROWIP process as a separate entity (i.e. and not to consider any form of joint approach with another Authority).

AGREED – T H A T the Forum's response to the Consultation document include:

- Expressing concern that sufficient resources should be made available for the assessment and publication of new ROWIPs. Whilst funding was previously being made available, the pressure on budgets was such that undertaking the production of new ROWIPs without additional resources would simply displace maintenance or other work;
- The view of the Forum that the exercise generally and consideration of, for example, production of joint ROWIPs, would be capable of being considered more meaningfully after the Welsh Assembly elections in May 2017 and once greater clarity regarding local government reorganisation existed;
- The Forum considers the process for conducting the assessment to be onerous and, as above, likely to be resource intensive. The Forum requests that the consultation and assessment requirements be relaxed in order to reflect the review and update of the previous ROWIP. It was appreciated that this might require changes to primary legislation.

4. Active Travel Consultation –

In September 2014, the Welsh Government (WG) introduced the Active Travel (Wales) Act 2013. The Act made it a legal requirement for Local Authorities in Wales to map and plan for suitable routes for active travel within certain settlements specified by the WG. The settlements identified in the Vale of Glamorgan were: Barry, Penarth, Llantwit Major, Cowbridge, Dinas Powys, Llandough and Rhoose.

The first stage of the Act required the Council to produce 'existing routes maps' that must be submitted to the WG by 22nd January, 2016 and as part of the process of identifying the existing routes, the Council had launched a public consultation exercise until 18th December to gather the views of local residents and key stakeholders

Active Travel had a 15 year implementation plan and within the next two years, a further integrated map needed to be produced. "Active travel" meant walking and cycling as an alternative means to motorised transport for the purpose of making every day journeys. An "active travel journey" meant a journey made to or from a workplace or educational establishment or in order to access health, leisure or other services or facilities.

Under the Local Government (Wales) Measure 2009, Local Authorities must make arrangements to secure continuous improvement in the way they exercise their functions. In doing so, Authorities must consult, amongst others, representatives of persons who used, or were likely to use, services provided by the Authority. The duties created by the Active Travel (Wales) Act 2013 were drafted with these duties in mind. The general equality duty under the Equalities Act 2010 required Public Authorities, in the exercise of their functions, to have due regard to the need to:

- eliminate discrimination
- advance equality of opportunity
- foster good relations between those with a protected characteristic under that Act and those without.

In exercising functions under the Active Travel (Wales) Act 2013, Local Authorities also had to ensure that they were meeting their duties under the Equalities Act 2010.

The consultation documents were attached to the report and were also available online at:

http://www.valeofglamorgan.gov.uk/en/our_council/consultation/Active-Travel-2015.aspx.

Ms. Lucas asked how the definition of "settlements" had been determined. Mr. Teague understood it to be based on a population basis, with perhaps "buffer zones" built on. Recreational routes were specifically excluded and the provision was primarily within urban areas. A number of Members, whilst supportive of the principle of the Active Travel scheme, considered it would potentially be difficult to implement at a time of generally diminishing resources. There was also a suggestion that take-up might well be limited.

Given the nature of the document / survey form, the Forum had no specific comments to record.

5. Draft Annual Report 2014/15 –

The Secretary presented the draft Annual Report 2014/15 for consideration.

AGREED – T H A T the draft Plan be endorsed for publication, subject to a further promotion / highlighting of ROWIP works being included within the document.

6. Dates of Future Meetings-

Consideration was given to potential dates for meetings in 2016.

AGREED – T H A T meetings be held on the following dates (all commencing at 17:30):

- Wednesday 24th February, 2016
- Wednesday 25th May, 2016
- A date to be agreed in July, 2016
- Wednesday 23rd November, 2016.

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RESOLVED – T H A T the minutes of the Vale of Glamorgan Local Access Forum meeting be noted.

Reason for decision

To note the minutes.

C3028 JOINT CONSULTATIVE FORUM -

The minutes of the Joint Consultative Forum meeting held on 19 October, 2015 were submitted.

Present: Councillor G. Roberts (Chairman); Councillors Mrs. M. Kelly Owen, A.G. Powell, Mrs. A.J. Preston and C.J. Williams.

Representatives of the Trade Unions: Mr. T. Greaves (GMB), Mr. C. Jordon (GMB), Mr. N. Stokes (GMB), Mr. G. Pappas (UNISON), Mr. J. Richards (UNISON), Mr. K. Armstrong (UNISON), Mr. R. Hughes (UNISON) and Mr. D.J. Dimmick (NASUWT).

Officers: Mr. H. Isaac, Mr. M. Punter, Mr. L. Hart, Ms. A. Davies, Ms. S. Alderman and Ms. C. Mason.

(a) Apologies for Absence –

These were received from Councillors K. Hatton and F.T. Johnson and Ms. G. Southby (UNISON) (Vice-Chairman).

(b) Declarations of Interest –

The following declarations of interest were received:

Councillor G. Roberts –

Reason for Declaration –

Councillor Roberts had been granted dispensation by the Standards Committee to speak and vote on matters relating to Council Policy and Terms and Conditions which impact on the Council's workforce generally.

Reason for Declaration –

Councillor Roberts had been granted dispensation to speak and vote at meetings of the Vale of Glamorgan Council and Penarth Town Council by the Standards Committee on matters relating to the Vale of Glamorgan Council's "Reshaping Services Strategy".

Councillor C.J. Williams –

Reason for Declaration –

Councillor Williams had been granted dispensation by the Standards Committee to speak and vote at meetings of the Vale of Glamorgan Council and Dinas Powys Community Council on matters relating to the Vale of Glamorgan Council's "Reshaping Services Strategy".

(c) Minutes and Matters Arising –

AGREED – T H A T the minutes of the meeting held on 6th July, 2015 be accepted as an accurate record.

Mr. G. Pappas confirmed that he was the Joint Secretary.

In referring to the reference within Minute (g), namely reference to the locking of fire doors at Barry Comprehensive School, Mr. Dimmick read the following statement to the Forum:

"The Trades Unions would like to express their gratitude to the officers and Elected Members of the JCF for the efforts they have made to resolve the fire safety issues at Barry Comprehensive School. That advice that was given, and ignored, is a matter of regret, as the issue had to be passed to the regional office of the NASUWT, who sought the assistance of South Wales Fire and Rescue Service to bring about a resolution.

Be assured that we will always continue to pursue such matters in the best interests of our members and the general public to keep our working environments safe and to ensure that the negligent are held to account.

The Trade Unions appreciate fully the great lengths that officers of the Council went to. We are grateful for their efforts and apportion no blame to them for the ongoing difficulties that were encountered."

The Corporate Health and Safety Officer outlined the background and advised the Forum that as a result of a visit by the Fire Service, nine fire doors at Barry Comprehensive School had been identified as being defective and had since been replaced.

A subsequent inspection by the Fire Service had identified a number of contraventions and the Authority was awaiting details from the Fire Service.

It was reported that the Leadership Café would next meet on 29th October, 2015.

(d) Proposal to Change Quorum Levels –

Concerns had been raised at the previous meeting of the Forum concerning the difficulties of being quorate if there were insufficient number of Elected Members or Trade Union representatives on the actual day of the Forum. This had happened on a number of occasions in the past and had caused delays to the starting time of the meeting.

The Forum consisted of seven Elected Members and the employee representatives consisted of twelve representatives, eight from the Corporate Trade Unions and four from the Teaching Association Trade Unions.

The Joint Consultative Forum Constitution stated (para 5.5) “The Quorum at a meeting will be four Elected Members and eight Trade Union / employee representatives”. It was suggested that the quorum levels be reduced to three Elected Members and six Trade Union / employee representatives. The proposed draft changes to the Constitution were attached at Appendix A to the report, which also showed in bold recent administrative changes in the new Directorates.

Following a full discussion and the support of all present, it was

AGREED – T H A T the above proposals be approved and be recommended to Cabinet for adoption.

Reason for recommendation

To ensure future meetings of the Joint Consultative Forum are quorate.

(e) Minutes of Directorate Consultative Groups –

The minutes of the following Directorate Consultative Groups were received:

- Social Services – 16th June, 2015
- Social Services – 14th July, 2015
- Social Services – 9th September, 2015
- Visible Services and Housing – 5th August, 2015.

AGREED – T H A T the minutes of the Directorate Consultative Group meetings be noted.

(f) Dates of Directorate Consultative Groups –

AGREED – T H A T the dates of the Directorate Consultative Groups as indicated below be noted:

- Learning and Skills - 7th October, 2015
- Social Services - 20th October, 2015
- Environment and Housing Services - 7th October, 2015.

(g) Corporate Car Pool Scheme –

The Director of Environment and Housing provided feedback on the success of the Corporate Car Pool Scheme and plans to further refine and expand its application.

The Forum was advised that the existing Pool Cars were on hire by the Council.

Electric cars had been trialled but had not proved suitable for the Council's requirements.

The Council had recently submitted a bid at a Government e-auction for 40 diesel-powered vehicles.

The Director offered to provide further feedback to the Joint Consultative Forum as the scheme unfolded.

RECOMMENDED – T H A T the presentation be noted.

(h) Reshaping Services Update –

The Head of Performance and Development reported on:

- The Reshaping Services Programme All Projects Summary Highlights
- The Social Services Budget Programme All Projects Summary Highlights.

The Forum was advised that individual projects were at various stages of completion.

For many projects, options appraisals were being completed. Once the business case was completed, consultation would commence.

Reference was made to the pressure being placed on staff as a result of the Reshaping Services Agenda.

Following discussions, it was

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

(i) Update on Staff Engagement Approach –

The Forum received an update on the employee engagement briefing sessions as implemented over the Summer and the proposed follow up actions.

The key objectives of the sessions were as follows:

- To share an understanding of the current organisational challenges
- To share plans to respond to such challenges (reshaping services)
- To discuss the implications for employees
- To seek help with the development of key engagement themes.

Some of the key statistics relevant to the process were as set out below:

Number of sessions	65
Held during	June / July / August 2015
Number of presenters	21
Total number of employees who attended	1,760 (70%)
Engagement Card Response	19%
Number of questions	328
Number of nominees for workshops	575

Although employees were not specifically asked to evaluate the success of the sessions, it was clear from the level of attendance (70%), the volume of questions raised (328) and the number of nominees for the workshops (575), that these sessions were perceived as a worthwhile exercise.

Extremely challenging questions had been raised together with some very supportive and encouraging comments about the process and the opportunity for engagement.

Some 328 questions had been logged and answered as a result of the engagement sessions. A complete list of all questions had now been posted on StaffNet and would be referenced as part of the September Core Brief sessions. It was clearly important that this was cascaded to employees who did not have access to StaffNet.

The report summarised the level of interest in the four “follow-on” workshops.

Preparations for the workshops would be completed by the end of the month with a view to implementation in October / November. It was felt important that there was a level of consistency in the formatting of the process and that all volunteers were afforded the opportunity to be involved.

With this in mind, it was proposed to run the follow up engagement process using the model set out in Appendix C to the report. This would be based on the use of:

- An initial survey to help focus / prioritise the key issues in advance, and at the same time ensure a wide and inclusive approach
- A follow up half day “conference” for each of the four workshop areas, facilitated by each of the workshop facilitators in order to explore the key issues in detail. It was estimated that attendance at each session would be in the order of 50-80.
- A final “one off” working group with 6-8 “conference” nominees in order to refine the product and to present to CMT.

It was hoped that the Council's Corporate Management Team could consider and sign off outcomes at the turn of the year with a view to preparing for the new "Vale Contract" by the beginning of the 2016/17 financial year.

The current engagement work was congruent with a range of other (and ongoing) strategic initiatives. The outcomes of the engagement strategy would:

- Help shape and articulate any changes to organisational values and behaviours as part of the revised Corporate Plan 2016-2020
- Underpin the organisational development (and workshop development) changes necessary as part of the Council's Reshaping Services Strategy
- Mirror the leadership development work emerging from the Leadership Café sessions and ultimately help shape a revised Leadership Development Programme
- Support and inform other key activities as set out in the Corporate Assessment action plan including reviews of the Council's communications, performance, induction and appraisal processes.

Members enquired as to attempts that may have been made to engage with the 30% of employees who had not attended the staff engagement sessions and the Forum was advised:

- All members of staff had been invited
- A second invite was sent to anyone who had not attended the first session
- A third invite was subsequently sent if necessary. If this approach failed, attempts were made to engage the individual via a different format.

Mr. Dimmick asked how the outcome of the Workshops would be "cascaded" to staff not on StaffNet and was advised that all managers had been instructed to make the documents available to all.

Mr. Dimmick stated that he would not wish the Reshaping Services Agenda to inhibit the work of the Trade Unions and was advised that the primary aim of the Workshops was to make staff aware of what would be required.

A Member proposed that Members be invited to attend the "follow-on" workshops. Following a period of discussion the proposal was subsequently withdrawn.

AGREED – T H A T the update on the staff engagement approach be noted.

(j) Employee Relations Framework Agreement Update –

The Forum was provided with an update on the progress and status of the Employee Relations Framework Agreement.

The Head of Human Resources advised that the Employee Relations Framework Agreement had been formulated within the context of austerity savings and aimed to identify how services could be provided differently.

The initiative hoped to exploit the good relations the Council experienced with the Trade Unions.

Lot 5, "Increasing Flexibility and Capacity" was currently the subject of review. Matters that elongated processes were being considered.

A workshop had been held with the Trade Unions recently with the view of considering the Council's Grievance Policy. Consideration was given to how the process could be improved.

The Grievance Policy had previously comprised three stages but now, following discussions, it was intended that the process would reduce to two stages.

Mr. Pappas praised the initiative and the fact that the Council and Trade Unions were working together.

AGREED – T H A T the update report on the Employee Relations Framework Agreement be noted.

(k) Management of Attendance Policy Update –

The Forum was provided with an update in relation to the Council's Management of Attendance Policy. The Head of Human Resources advised the Forum that the Management of Attendance Policy had been rewritten in response to the Trade Unions' concerns.

A meeting on the revised Policy would be held with the Trade Unions on 27th October.

Mr. Pappas enquired if the date of the meeting could be delayed by one week and this was agreed.

AGREED – T H A T the update on the Management of Attendance Policy be noted.

(l) Feedback on Policy Development –

The Forum was provided with an update in relation to the current position on HR Policy Development as at 18th September, 2015.

AGREED – T H A T the current position on the HR Policy Development be noted.

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At the meeting the Deputy Leader highlighted item d of the minutes under the heading Proposal to Change Quorum Levels –

He highlighted that concerns had been raised at the previous meeting of the Forum concerning the difficulties of being quorate if there were insufficient numbers of Elected Members or Trade Union representatives on the actual day of the Forum.

At present the Forum consisted of seven Elected Members and the employee representatives consisted of twelve representatives, eight from the Corporate Trade Unions and four from the Teaching Association Trade Unions.

The Joint Consultative Forum Constitution stated (para 5.5) "The Quorum at a meeting will be four Elected Members and eight Trade Union / employee representatives". However, it was suggested that the quorum levels be reduced to three Elected Members and six Trade Union / employee representatives.

RESOLVED –

- (1) T H A T the minutes of the Joint Consultative Forum meeting be noted.
- (2) T H A T that the meeting quorum levels of the Joint Consultative Forum be reduced to three Elected Members and six Trade Union / employee representatives.

Reason for decision

- (1) To note the minutes.
- (2) To alleviate the difficulties of being quorate if there were insufficient number of Elected Members or Trade Union representatives on the actual day of the Forum.

C3029 GLAMORGAN VOLUNTARY SERVICES – PROCESS FOR SELECTING THIRD SECTOR REPRESENTATION FOR JOINT WORKING GROUPS (REF) -

The Voluntary Sector Joint Liaison Committee on 14 October, 2015 considered the above report.

Committee was provided with a report, the purpose of which was to update the Committee regarding the agreed process between the Vale of Glamorgan Council and the Third Sector regarding Third Sector representation on Joint Working Groups.

The Third Sector was represented on a number of Joint Working Groups, which were defined as any initiative requiring voluntary sector representation, for example Partnerships, Working Groups, Task and Finish Groups, Forums.

In order to ensure appropriate voluntary sector representation, Glamorgan Voluntary Services (GVS) (formerly Vale Centre for Voluntary Services (V CVS)) had an agreed process with the Vale of Glamorgan Council regarding the nomination and selection of voluntary sector representatives. With the merger of the former V CVS and VVB to form GVS, GVS was now the recognised infrastructure and representative body for the Third Sector in the Vale of Glamorgan.

Whenever the Vale of Glamorgan Council required Third Sector representation, GVS should be the appropriate organisation to facilitate the selection process. This would involve the Vale of Glamorgan Council contacting a named officer within GVS to arrange the selection of the representative by canvassing the Third Sector for nominations and, where appropriate, facilitating an election.

This would also ensure consistency and transparency of the process across the whole range of areas where there was joint working and where Third Sector representation was required. The process would also ensure that only those with the relevant skills and experience were appointed to serve.

The process would ensure that appointed representatives were accountable to the Third Sector by reporting back to the Sector through appropriate channels. Representatives would be acting on behalf of the sector rather than the organisations to which they belong.

The recommended process was outlined in more detail within the report as follows:

- Vale of Glamorgan Council to contact GVS when it has been identified that Voluntary Sector representation was required for any joint working initiative
- GVS to agree with the Vale of Glamorgan Council the timescale for selection.
- GVS to canvass the Voluntary Sector (either through appropriate Networks and Forums or through its wider membership) for nominations.
- Where the number of nominations exceeds the number of posts available, GVS to facilitate an election.
- GVS to inform the Vale of Glamorgan Council of the name and contact details of the representative.
- GVS to provide induction and support for the representative.

GVS had developed a Third Sector Representatives Support Network to discuss issues that may arise, identify areas of concern and agree a sectoral approach. It had also developed an induction process for Third Sector representatives. This served as an opportunity to brief representatives about their particular function and to make them aware of their roles and responsibilities.

It was acknowledged that on some occasions the Vale of Glamorgan Council required specialist input from Voluntary Sector organisations. Where this had occurred in the past, the Council had contacted those organisations directly to participate. It was emphasised that in these circumstances, Third Sector organisations should not be regarded as representing the wider Third Sector, but representing only the interests of their organisation.

Following the presentation of the report a Member asked how complaints relation to the process would be dealt with and Ms. Connor, Chief Executive of the GVS advised that they had a very clear complaints process and suggested that complaints would be best dealt with via this process as issues would be wider than the remit of the Committee and involved many different services such as Education and Social Services.

Following consideration of the report the Committee

AGREED – T H A T the process between the Vale of Glamorgan Council and the Third Sector regarding Third Sector representation on Joint Working Groups be endorsed and referred to Cabinet for approval.

Reason for recommendation

In order that the process between the Vale of Glamorgan Council and the Third Sector for connecting Third Sector representation on joint working groups be endorsed by the Committee and be referred to Cabinet for approval.

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

RESOLVED – T H A T the process explained in the report to the Joint Liaison Committee, regarding the appointment of Third Sector representatives to Joint Working Groups be approved.

Reason for decision

To approve the process regarding Third Sector representation on Joint Working Groups.

C3030 CORPORATE RISK REGISTER UPDATE (REF) -

The Audit Committee on 16 November, 2015 considered the above report of the Corporate Risk Management Group.

Committee were updated on the current position of the Corporate Risk Register.

The Corporate Risk Management Group (CRMG) met on a quarterly basis to review the Risk Register to consider the position of each corporate risk identified. The Group evaluated whether there had been any changes in either the internal or external environment as well as any mitigating controls that were being put in place that would prompt a re-evaluation of the risk in terms of its score / position.

The report provided a half yearly update on the current status of the risks contained in the Corporate Risk Register along with an update on key recent developments. There were now 13 risks included in the Corporate Risk Register.

In terms of risk status, two risks were medium / high, 10 risks were medium and one risk was medium / low. In terms of the direction of travel, of the 13 risks, 12 risks had remained unchanged and one risk had decreased.

The risk status in relation to Welfare Reform had reduced from a medium to medium / low with a score of 3. There had been a shift in this risk because the Welfare Reform changes had not had the impact that was first anticipated. Scrutiny Committee (Corporate Resources) had considered a report on Welfare Reform in January 2015 which had outlined the key developments in all areas of Welfare Reform. The report highlighted that although the introduction of the Social Size (Bedroom Tax) had resulted in a reduction in Housing Benefit for some clients by 15-25% the numbers affected by this change had reduced. Equally the numbers affected by the benefit cap had also reduced. In terms of its Council tenants, the Council had put in place effective actions to mitigate the impact of the Welfare Reform changes. Examples included the introduction of money advisors to support tenants who manage their money and prevent rent arrears, and greater investment in one and two bedroomed units at The Marine Heights Hotel, Barry Island and the former Barry Magistrates Court site. The implementation of the Universal Credit would start in February 2016 with a full roll out by 2018. Therefore, there had not been any significant implications as a result of the delay in the transfer to Universal Credit. However, as it was difficult to predict the impact of this at the moment it had been recommended that this risk be lowered to medium / low but that this status should be reviewed at the beginning of the new financial year when there may be more information on which to base the assessment of risk.

It was anticipated that the Reshaping Services risk would increase over time, as the programme was still at the business case stage and the need to make increased savings year on year would make it increasingly challenging for the programme to achieve its intended outcomes. Despite this, the programme had in place robust governance arrangements, and it was identified in a recent Wales Audit Office review of the Reshaping Services Strategy that the Council “conforms to good practice and demonstrates that it is following the right processes to achieve transformation”.

In relation to legislative change and local government reform, it was forecast that this risk would escalate over time given the volume and pace of the legislative change instigated by the Welsh Government. The diversity of the legislative programmes on the horizon would present an increase in challenge to the Council in terms of workforce, capacity and service pressures aside from the evident financial burdens such as legislative change creates. Currently, the most pertinent pieces of legislation identified in the Risk Register related to the Social Services and Wellbeing Act, the Wellbeing of Future Generations (Wales) Act and the Welsh Language Standards. There were currently a robust set of measures in place to mitigate the impact of these legislative changes but because of the likely financial impact of Welsh Language Standards it was anticipated that this risk would escalate over time.

In terms of the Waste Management risk, although there had not been any significant developments since the CRMG last reviewed the risk, it was anticipated that this risk would move in an upward direction. This was due to the likely implementation of the Environment (Wales) Bill. It was anticipated that once passed, it would impact on the status of this risk. A new risk factor that would contribute to escalate was in relation to the Single Environment Grant which brought together 3 formerly separate grants (Sustainable Waste Management Grant, Flood and Water Grant and Tidy Towns). The combined grant was now smaller than the combined value of grants from the last three years as the Sustainable Waste Management Grant had been declining year on year, and some of the flood grant had been earmarked to support development work in preparation for the Coastal Defence Investment Programme and was now also required to achieve multiple benefits in line with the goals of the Well-Being of Future Generations (Wales) Act 2015. Welsh Government officials have said that this could be subject to further cuts in future of anywhere between 25 - 50%. The impact of cuts of this magnitude would significantly increase the risk considering that the waste element of this grant accounted for the vast majority of the Council’s core waste activities introduced to enable them to work towards statutory recycling targets.

The Risk Register had also been refreshed to ensure that where relevant any mitigating actions outlined in Service Plans were reflected as actions within the Register. Appropriate linkages had also been made with any regulatory reports / reviews, by ensuring that any improvement proposals / recommendations outlined in the reports from the Inspectorates had also been appropriately referenced in the Register (where applicable to a corporate risk).

Members discussed issues surrounding Waste Management.

A Member, in commenting on the WHQS Housing Improvement Programme was informed that the head of Housing and Building Services had requested that this matter be retained in the Corporate Risk Register because the Programme was incomplete.

The Risk Register would be published and publicised on the Council's website.

Having considered the report, it was

RESOLVED –

- (1) T H A T the current position in relation to corporate risks be noted.
- (2) T H A T the key recent developments and new / emerging corporate risks be noted.
- (3) T H A T the report be referred to Cabinet.

Reasons for decisions

- (1) To highlight the current position of corporate risks for the Council.
- (2) To ensure that all corporate risks for the Council are effectively monitored, addressed, reviewed and updated on a regular basis.
- (3) To ensure Cabinet are aware of and endorse the Risk Register and the actions being taken in mitigation.

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Cabinet, having considered the recommendations of the Audit Committee

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

Reason for decision

To note the contents of the report.

**C3031 REPORT ON THE CHIEF INSPECTOR'S ANNUAL PERFORMANCE
EVALUATION OF THE VALE OF GLAMORGAN'S SOCIAL SERVICES
DEPARTMENT 2014 – 2015 (REF) -**

The Scrutiny Committee (Social Care and Health) on 30 November, 2015 considered the above report of the Director of Social Services.

The Care and Social Services Inspectorate Wales (CSSIW) had reviewed and analysed evidence from the 2014/15 performance year, and the Committee received the overall evaluation of the Vale of Glamorgan Social Services along with evidence of areas of progress and areas for improvement.

The Regional Director began the presentation by advising Members that this was the culmination of a year's work which had included the reviewing of performance indicators along with consideration of reports by the Director and Heads of Services. The evaluation had also included a number of short site visits and also the use of other regulatory inspection reports.

In terms of Adult Services, the Area Manager advised Members that the CSSIW had noted the Council's work around the key national priority for preventative and early intervention services. A number of aspects had been highlighted through the evaluation and these included the role of the Customer Contact Centre and the prioritisation to support independence and reablement where possible. The CSSIW had recognised the reduction in the time to deliver a Disabled Facilities Grant, which had reduced from 214 days to 198 days. The CSSIW had also noted that the Council's first Extra Care Scheme had been created through the Golau Caredig facility in Barry, which had a 100% occupancy rate.

In meeting the other key national priority, which was around the integration of services for older people with complex needs, the CSSIW had determined that the Council remained a strong leader on a number of integration and partnership initiatives. In addition, it was noted that the integrated discharge policy had now been implemented.

The CSSIW's evaluation had also outlined three areas of improvement. These included the requirement to improve the rate of care plan reviews and to increase the promotion of direct payments for service users of the Community Mental Health Team. The Service would also need to find a solution with the Cardiff and Vale University Health Board around the conclusion of a single point of contact for the Community Mental Health Team.

For Children's Services, the CSSIW again had considered how the Council was meeting the key national priority around prevention and early intervention. It had noted that the expansion phase for Flying Start had been completed along with the work of the Families Achieving Change Together Team and the Integrated Family Support Team.

In relation to the national priorities around Looked After Children, the CSSIW had found that a number of children looked after in the Vale had remained relatively stable and that the Council's strategy to improve permanence arrangements was good. The CSSIW had identified that the Council was committed to recruiting additional foster carers in order to reduce its reliance on independent foster placements. This had involved investment in the recruitment of additional foster carers with nine new foster carers approved during the year, which exceeded the Council's recruitment target of six.

The Council had also continued to lead on the Regional Adoption Collaborative, which was made up of four Councils including the Vale of Glamorgan Council, the City of Cardiff Council, Merthyr Tydfil County Borough Council and Rhondda Cynon Taf County Borough Council. Within the Vale of Glamorgan, eleven children had been adopted and a further eight placed for adoption during 2014-15.

Identified areas of progress from the previous inspection included the continuation with the strategy for ensuring the best outcomes for Looked After Children, particularly in terms of permanency planning. One other area of progress included the percentage of Looked After Children with Personal Education Plans.

Members were advised of areas for improvement within Children's Services. These included the need to improve the rate of statutory health assessments for Looked After Children and to work with the Cardiff and Vale University Health Board around ways in which therapeutic needs for Looked After Children and care leavers could be met effectively and efficiently across health and social care.

With regard to leadership and governance within social services, the CSSIW had considered the unified Directorate service plan. This had set out how Social Services would deliver its part in achieving the Council's key outcomes and objectives, which were linked to the Corporate Plan 2013-17. The CSSIW had been able to attend three Scrutiny meetings and found that Scrutiny Members understood the complexities of issues put before them and provided an appropriate level of challenge. The CSSIW had noted that the Service achieved a balanced budget and, overall, the review found that quality assurance and performance management systems were in place and were adhered to. An area of improvement around leadership and governance was the need to progress the joint commissioning strategy for Mental Health Services.

Members were also advised that the CSSIW were undertaking a number of national inspections and reviews. These included a review of domiciliary care, services for people with learning difficulties and the care planning for Looked After Children.

The Committee was then given the opportunity to comment on the inspection and evaluation review and the following points were raised.

The Chairman began by referring to the need to find a solution with the Cardiff and Vale University Health Board around the single point of contact for mental health clients. He commented that this was mainly the responsibility of the Health Board and he questioned whether the Welsh Government Minister and the Local Health Board were aware of the issues around this. In reply, the Regional Director stated that CSSIW evaluation reports would be shared with the Minister and also Health, and that this allowed for the creation of a platform in which issues could be highlighted.

In response to the Chairman's query regarding the need to improve Mental Health services for children and adolescents, the Regional Director stated that this had originally been highlighted by the CSSIW following a thematic review of the contribution made by the Child and Adolescent Mental Health Service to meet the needs of children and young people who were exhibiting risky behaviour across Wales. Since then, it had been identified that the situation had moved on and that a better service was being developed. Further to this, the Chairman also raised the issue of staff recruitment within the area of children's mental health services and was advised that the Welsh Government Minister would be aware of this.

The Committee also discussed the role of Health within this area and it was commented that this made a good case for closer integration and partnership working. To this, the Regional Director stated that across Wales all Local Authorities had good examples of integration and, in terms of the Vale; there were good foundations in place.

A Committee Member queried reasons why the percentage of clients with a care plan that should have been reviewed had decreased for a second year. In response, the Head of Adult Services stated that the number of reviews to be carried out was dependent upon the population of older people using social care services, which had grown. He explained, that the Service had prioritised 'first responder assessments' which had increased and this was where the Service had focused its energies. He further advised that the need to review care packages would be improved by reconfiguring social care work teams.

The Chairman asked if the officers from the CSSIW could comment on how well Local Authorities in Wales were prepared for the Social Services and Well-being (Wales) Act 2014. The Regional Director stated that although Local Authorities were

doing a good job to prepare for the Act, some were at different stages to others. She explained that there was evidence across Wales that not everything within the Act would be in place by 1st April, 2016.

As a final point on the CSSIW's evaluation, the Director of Social Services provided some of his thoughts. He stated that the Service valued the scrutiny from the CSSIW and the review by peers; and the relationship that existed was based on mutual respect. He outlined that the evaluation was an excellent reflection on the staff and the services, which also recognised the challenges that the Service faced. He was pleased that the CISSIW had validated the contents of the Director's Annual Report and he stated that all areas of improvement identified in the evaluation would be taken very seriously. In terms of collaboration, he commented that it had been recognised that good relations existed with the City of Cardiff Council and the Local Health Board and that going forward they would build on these further.

Having considered the report, the Scrutiny Committee

RECOMMENDED –

- (1) T H A T the key messages to emerge from the evaluation be noted.
- (2) T H A T Cabinet be advised of the outcomes of the Care and Social Services Inspectorate Wales' Annual Performance Evaluation and the areas of progress and improvement.

Reason for recommendations

(1&2) To ensure that Members are kept informed about outcomes from independent evaluation of social services performance in the Vale of Glamorgan.

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After presenting this item, the Deputy Leader commented that this was a good report from the Chief Inspector and, like all good reports, highlighted room for improvement.

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

RESOLVED –

- (1) T H A T the report and key messages to emerge from the Care and Social Services Inspectorate Wales' Annual Performance Evaluation that highlighted areas of progress and also identified areas that required improvement, be noted.
- (2) T H A T officers and staff from within the Directorate be commended on the work they were doing, despite the decrease in resources and the extra pressures being placed upon them by the new legislation and demographic changes.

Reasons for decisions

- (1) To note the outcomes from independent evaluation of social services performance in the Vale of Glamorgan.
- (2) To thank the staff for their hard work.

C3032 IMPLEMENTATION OF THE SOCIAL SERVICES AND WELL-BEING (WALES) ACT 2014 (REF) –

The Scrutiny Committee (Social Care and Health) on 30 November, 2015 considered the above report of the Director of Social Services.

The Scrutiny Committee had requested monthly updates in respect of the Social Services and Well-being (Wales) Act 2014 (the Act) and the approach being taken around implementation.

The Act would come into force in April 2016 and the report updated information considered by the Committee in September 2015, which included:

- A draft legislative timetable setting out the proposed timescales for laying the remaining regulations and Codes of Practice before the National Assembly, for approval;
- An update on the workforce development proposals being managed through the Care Council for Wales;
- The Cardiff and Vale of Glamorgan Regional Social Care Workforce Development Partnership Mid-Year Monitoring Report and updated Plan, submitted to Welsh Government on 25th September, 2015;
- An update on the statutory Code of Practice in relation to measuring social services performance.

An updated Cardiff and Vale of Glamorgan Regional Implementation Plan was attached at Appendix 1. This was submitted to Welsh Government on 16th October 2015. The plan reflected the nine work streams being delivered through the Implementation Programme and it included a risk assessment. The governance structure for this programme was appended to the plan and regional task and finish groups for each work stream had been established. These were led by Heads of Service and Directors from both local authorities, with the remit to develop local action plans.

The report advised that on 3rd November, 2015 the Minister for Health and Social Services issued a detailed written statement updating on legislative, national and regional implementation of the Act.

This advised that the revised tranche 2 regulations and final Codes of Practice for Parts 2 (General Functions), 3 (Assessing the Needs of Individuals), 4 (Meeting Needs), 5 (Charging and Financial Assessment), 6 (Looked After and Accommodated Children), 10 (Complaints, Representations and Advocacy) and 11 (Miscellaneous and General) of the Act had now been laid before the Assembly for scrutiny. It was also noted that the Minister would also publish statutory guidance on Parts 7 (Safeguarding) and 9 (Co-operation and Partnership) during November 2015. These, together with the Code of Practice in relation to measuring social services performance would substantially complete the legislative framework under the Act and provide much of the detail required for implementation. The final Code of Practice, in relation to Part 8 of the Act (the Role of Directors of Social Services) was currently out to consultation which would close on 4th December and would be laid before the Assembly in February 2016.

The report highlighted that the Association of Directors of Social Services and the Welsh Local Government Association had agreed to co-ordinate the work of the six regional implementation collaboratives. Three of the four national work groups established to share best practice and produce consistent material on an all-Wales basis had met. Cardiff and the Vale region had appointed officers to each of these groups so that the Service could contribute to the development of national toolkits and, where possible, avoid duplication.

There was growing concern about urgent progress needed in making available as soon as possible a set of detailed technical briefings from WG summarising the duties placed on Local Authorities and their statutory partners by the Act. Two major information events for stakeholders were held during November, one in North and one in South Wales. The Service was looking especially for urgent development of the national assessment and eligibility toolkit but this was proving difficult to get consensus.

One of the key tasks was to communicate to the general public the changes the Act would make. To this end, a WG-led national awareness raising campaign would commence in January 2016, preceded by an easily accessible summary publication developed for a wide range of audiences. The Service's Regional Lead Officer had attended the Act Implementation Communications Steering Group. This Group was focused on ensuring that a consistent message on the main implications of the Act was delivered to citizens across Wales.

On 11th November, 2015, the Minister issued a written statement – 'Update on Reform of the Arrangements for Paying for Social Care and Support'. The Minister advised that due to the continued uncertainty about relevant UK reforms this had meant that he was not in a position to make informed decisions about the position in Wales. However, WG would still move ahead with implementing an updated financial assessment and charging framework under the Act. The regulations and Code of Practice relating to Parts 4 and 4 of the Act to introduce the updated framework were laid before the National Assembly on 3rd November, 2015.

The key elements of the framework included:

- one set of financial assessment and charging arrangements for non-residential and residential care and support rather than one for each at present;
- maintaining the present weekly maximum charge and "buffer" for non-residential care and support, as well as the current capital limit used to determine who pays the full cost of their residential care themselves;
- maintaining the current individuals, and forms of care and support, for which a charge could not be made and introducing a new provision of up to six weeks free reablement to enable a person to maintain or regain their ability to live independently so as to promote the prevention ethos of the Act;
- introducing more transparency by extending the requirement for all those who receive a charge to receive a statement detailing this and its calculation;
- introducing a consistent, universal review process to enable a person to query charges made and correct errors;
- maintaining deferred payments in residential care to enable those whose property may need to be sold to pay for this to delay its sale until a time more appropriate for them; and by introducing the ability of a Local Authority to charge a low set rate of interest on the amount deferred. This would help make such arrangements cost neutral to Authorities; and
- allowing Authorities to recover charges and to create a charge over land where a debt occurs.

The Director of Social Services further advised Members, that the Act had come out following an independent Commission which reported a position of strength within Social Services and that the Act was meant to improve the experience of service users. The Act was being devised as a way to deal with the issues around changes to demographics and increasing demand and was based on the premise that investment in preventative and early intervention services would lead to individuals relying less on the 'state'. He commented that this view was not fully supported by evidence available to date and that the Act may, in the first instance, increase demand. He mentioned that demand for acute health services was increasing, while also alluding to the pressure on resources available. He stated that much of the responsibility around implementing the Act had been passed to Local Authorities and that the Service would implement as much of the Act as it could.

The Chairman referred Members attention to paragraph 13 of the report, which related to the urgent development of the national assessment and eligibility tool kit and he queried how this would be implemented in such a short time frame. In answer to this, the Interim Head of Business Management and Innovation stated that initially the toolkit would be in the form of a checklist and so this would not require such a radical change to current systems as was previously envisioned. This would allow the Service to implement the toolkit more quickly.

To follow up these points, the Director of Social Services explained that this was an example where the lead for implementation had been passed on to the Local Authorities. In his view, this was rather belated, but that it was better for Local Authorities and local government as a whole to find national, regional and local solutions. He also referred to how social care staff had become increasingly worried about how they would carry out their roles and that the Service needed to be able to reassure them that they would have the necessary tools to properly carry out their jobs.

In answer to a query regarding the number of red and amber actions within the Implementation Plan, the Director of Social Services stated that a major step forward was around the forging of links with Cardiff Council. Implementation of the Act was on a regional basis and this had given the Service more capacity to tackle issues more quickly. He explained that some of the major challenges were outside the control of the Council, but on the whole good progress was being made. The Director also stated that he now felt that this was a more managed programme, which was down to the greater degree of autonomy that had been given to Local Authorities. He further advised that it was likely that not all parts of the Act would be in place, but that this Authority was in a relatively good position.

Following consideration of the report the Committee

RECOMMENDED –

- (1) T H A T the contents of the report be noted.
- (2) T H A T the Committee continue to receive regular updates about implementation of the Act.
- (3) T H A T Cabinet be advised of the latest progress around the approach being taken to implement the Social Services and Well-being (Wales) Act 2014.

Reason for recommendations

(1-3) To ensure that elected Members are kept informed about fundamental changes in policy and the legislative framework which underpins the work of Social Services.



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

RESOLVED – T H A T the contents of the report be noted and Cabinet continue to receive regular updates from the Scrutiny Committee (Social Care and Health) with regards to the implementation of the Social Services and Well-being (Wales) Act 2014.

Reason for decision

To be kept informed about fundamental changes in policy and the legislative framework which underpins the work of Social Services.

C3033 INITIAL REVENUE BUDGET PROPOSALS 2016/17 (REF) -

The Scrutiny Committee (Social Care and Health) on 30 November, 2015 considered the above report.

The initial budget proposals for 2016/17 were submitted to the Committee for consideration together with the Amended Budget for 2015/16 for services which form part of the Committee's remit.

In commencing this item, the Chairman asked if the Director of Social Services could provide Members with some context behind the budget settlement.

The Director of Social Services began by advising Members that it was important to outline some context as the Service was showing a potential overspend. He stated that Social Services now had an established record for achieving a balanced budget, but this was becoming more difficult in terms of the changing demographics and cost pressures. He explained that this was a national picture which also included complex issues such as the need for greater integration with health. He went on to refer to the reliance on grant funding from Welsh Government which had been reduced and the need to find savings on an annual basis. There were also increasing expectations and he cited the example of changes to advocacy services for children, which would increase costs across Wales by an additional £800,000 per year. He also alluded to legislative and case law changes, such as changes to the Deprivation of Liberty Safeguards which had a very adverse impact and he also made mention of future pressures which may come about following the new Regulation and Inspection Act which would require a system of regulation for care sector staff.

He went to comment around the cost pressures highlighted in Appendix 3 to the report and the way that the Service was attempting to manage costs demands through schemes such as the Learning Disability Commissioning Strategy. He also mentioned how well the Service had managed the level of fees paid for residential and domiciliary care and how the Service had made a number of savings by reducing the number of managers, which had been undertaken across all divisions. The Service had looked at all areas of savings and the Council prided itself on its ability to maintain frontline services.

The Director advised Members that it was important to remember the growth of care packages and the cap on the charge for non-residential care services, which affected the Vale more than other local authorities. He went on to refer to the performance of the Service, which was 'holding up' and the positive comments made earlier in the meeting by the Care and Social Services Inspectorate for Wales. Members were also asked to note the pressures that staff were under and the increase of caseloads; the Service could therefore not allow standards to fall in statutory services below an acceptable level.

As a final point and in terms of the potential overspend, the Director stated that the Head of Adult Services did have a recovery plan in place, which it was hoped would impact on service pressures and also help to achieve savings.

In referring back to the report, this highlighted that the Council's budget was determined largely by the Revenue Support Grant (RSG) settlement set by the Welsh Government (WG). In previous years, the provisional RSG settlement was received from WG during October, with the final settlement being received during December. This year, however, the initial budget proposals had not yet been received.

A statement on the timing of the WG's budget for 2016/17 was released by the Minister for Finance and Government Business on 6th October, 2015. This stated that the late timing of the UK Government's Spending Review presented WG with significant challenges for the preparation and publication of the Draft Budget. It was highlighted that WG had not known their Budget for 2016/17 until 25th November, 2015. WG was facing unprecedented levels of uncertainty and consequently would not publish the Draft Budget for 2016/17 until 8th December, 2015 with the Final Budget being released on 1st March, 2016.

WG's timetable showed the Local Authorities would be advised of the Provisional Settlement on 9th December and of the Final Settlement by 9th March, 2016, however, the Final Budget would be debated by WG on 9th March, 2016.

In addition, the report highlighted that the Council was required under statute to fix the level of Council Tax for 2016/17 by 11th March, 2016 and in order to do so, would have to agree a balanced revenue budget by the same date.

Revised Budget 2015/16

Appendix 1 to the report set out the Amended Budget for 2015/16, together with the necessary adjustments to be made to the original budget.

The following table compares the amended budget with the projected outturn for 2015/16:

	2015/16	2015/16	Variance
	Amended	Projected	(+)Favourable
Directorate/Service	Budget	Outturn	(-) Adverse
	£'000	£'000	£'000
Social Services			
Children and Young People	14,540	14,090	+450
Adult Services	37,579	38,329	-750

Business Management and Innovation	304	304	0
Total	52,423	52,723	-300

The report advised that the projected outturn for the Social Services Directorate was an adverse variance of £300,000 when compared to the amended budget.

In terms of Children and Young People's Services, the report stated that this service was anticipated to outturn £450,000 under budget at year end. The key issue for this service continued to be managing the demand for the Joint Budget for Residential Placements for Looked After Children, however, currently it was forecast to outturn with a £250,000 underspend at year end. There were also potential underspends elsewhere in Children's Services of £65,000 on staffing budgets and £135,000 on alternative means of provision and accommodation costs required for the current cohort of children.

With regard to Adult Services, it was advised that this service was currently anticipated to outturn £750,000 over budget at year end. This was due to a projected overspend on Community Care Packages of £950,000 as a result of increased demand for services, particularly for frail older clients. The annual deferred income budget 2015/16 had been set at £739,000 and as at 30th September, 2015 income received to date was £74,000 under-recovered. It was currently being projected that this budget would outturn at £50,000 over budget by year end and this adverse variance was included as part of the projected overspend for care packages. It was anticipated that there would be underspends of £200,000 elsewhere in the budget which could offset part of this overspend with £165,000 from staffing, £20,000 from Transport and £15,000 from premises.

Savings 2015/16

Attached at Appendix 2 to the report was a statement showing the progress made to date against the 2015/16 savings targets. It was currently considered that all savings would be achieved. Care package savings had been allocated to Learning Disabilities and Mental Health Services. Savings in these areas had been made, however, demand for services for frail older clients had created additional pressures and were resulting in an overspend against this budget.

Budget Strategy

The Budget Strategy for 2016/17 outlined that in order to establish a baseline, services should prepare initial revenue budgets based on the cost of providing the current level of service and approved policy decisions and including the existing savings targets.

Medium Term Financial Plan

The Medium Term Financial Plan 2015/16 to 2018/19 was to be presented to Cabinet on 14th December, 2015, to coincide with the presentation of the Draft Corporate Plan.

The 2015/16 Final Revenue Budget Proposals would set savings targets to be achieved between 2016/17 and 2017/18 of £17.822m for the Authority as a whole, excluding schools. This was based on the anticipated reduction in funding from WG of 4% in 2016/17 and a further 2% in 2017/18.

The latest Plan factored in a managed level of cost pressures, a notional increase in Council Tax of 2% each year, price inflation of 1% and annual pay awards of 1% each year from 2016/17.

Provisional Settlement 2016/17

The provisional settlement from WG would not be published until 9th December, 2015. However, the Council was unable to wait until this date to commence its budget preparations for 2016/17 and therefore the report had been based on the projections previously used as part of the Medium Term Financial Plan for 2014/15 to 2017/18.

Based on the projection of a 4% reduction in funding from WG in real terms, the Council was projected to receive £111.537m from WG as RSG and a share on the Non-Domestic Rates of £34.845m. Together these figures constituted the Council's projected Aggregate External Finance of £146.382m.

2016/17 Initial Budget Proposals

The report stated that as part of the initial proposals, it had been necessary to revisit the cost pressures facing services in order to build up a complete and up to date picture of the financial position for which an updated list for this Committee was shown at Appendix 3. These included a new cost pressure for the introduction of the National Living Wage from 1st April, 2016, which would provide for a minimum hourly rate of £7.20 for workers aged 25 and above. It was noted that this change had a

significant effect on services commissioned by the Directorate from external organisations.

Details of the proposed areas for savings for 2016/17 through to 2017/18 for this Committee was attached at Appendix 4. A summary of the overall base budget for 2016/17 was attached at Appendix 5. This had been arrived at by adjusting the 2015/16 budget for items such as inflation and unavoidable growth, but did not include identified cost pressures or savings. These were shown as a note to the table and were further detailed in Appendices 3 and 4.

If all identified cost pressures were funded, this would increase the shortfall to £18.601m. If all proposed savings were achieved, the shortfall would be reduced to £6.431m. The shortfall was already based on the requirement to achieve a high level of savings in 2016/17 and also included the increase in Employers national Insurance which would take place from April 2016.

Further work would be undertaken by the Budget Working Group in order to achieve a balanced budget for the final budget proposals for 2016/17. This would include a review of the use of reserves, a possible increase in Council Tax, a review of all cost pressures, possible changes to the approved saving targets, a review of the inflation assumptions and the current financial strategies. The Budget Working Group would also consider the results of the budget engagement process in determining priorities for future savings and service delivery and the impact of the revised Corporate Plan.

The Chairman requested if Officers could provide explanations as to how each of the cost pressures, shown in Appendix 3, were determined.

S1 – Managing demand at Initial Point of Access

In referring to this cost pressure, the Head of Children and Young People Services advised Members that this was linked to the introduction of the Social Services and Wellbeing Act and to challenges around increased demand. This was also linked to the work around early intervention and preventative work and the need for additional resources for the new Multi-Agency Safeguarding Hub. The additional £120,000 would be for staff at the front end of the service.

The Committee agreed that, as a cost pressure, this should be funded.

S2 – Increasing Numbers of Looked After Children and Children Supported to Live with their Families as an Alternative to Care and Accommodation Costs for 16 year Olds and Over

For this cost pressure, the Head of Children and Young People Services explained that the £555,000 was linked to the Children's Commissioning Strategy and the need to reduce the number of Looked After Children by offering alternatives to care such as greater family support services and more respite. It was also linked to challenges in managing more complex cases and supporting children through therapeutic fostering arrangements. There were also elements directly attributable to the new Act.

The Chairman went on to query how much of this cost pressure could be attributed to the new Act. In reply, the Head of Children and Young People Services stated that Welsh Government's 'When I am Ready' initiative was directly linked to the Act. She also advised Committee of the position of Welsh Government that the Looked After Children population in Wales was too large and needed to be reduced.

The Head of Children and Young People Services was able to breakdown the total cost pressure and advised Members that £180,000 could be attributed to the 'When I'm Ready' initiative.

In reply to a follow up question regarding whether the cost pressures were funded in an appropriate way, the Director of Social Services commented that this related back to the Commissioning Strategy. He drew Members attention to the trends experienced over the past 5 years, when the number of Looked After Children had increased month by month, with considerable cost implications. The Service had been able to reverse this trend despite an increase in demand. He stated that the aim was to respond better to children on the 'edge of care' by helping families to stay together. He made reference to issues around the demand for the Families First service that had been identified at a previous Committee meeting. As a final point he mentioned that the Service would have to find other ways of working as otherwise Looked After Children numbers could increase.

The Committee was in agreement that this cost pressure should be fully funded.

S3 – Legal and Advocacy Costs

In considering this cost pressure, the Committee heard that the Council had a central reserve for legal costs which was not for the same purpose as that identified for this cost pressure. Members were advised that legal costs for the Service related to complex Court proceedings for Looked After Children, the numbers of which may have increased.

The Committee was also advised that two thirds of this cost pressure was attributed to legal costs with the remainder associated with advocacy services.

The Committee was in agreement that this cost pressure should be fully funded.

S4 – Children with Complex Medical Conditions Living Longer

The Committee was advised that this was connected to domiciliary care costs which were mainly as a result of the increase in the national minimum wage. The Service had also projected that the number of children with complex needs living longer would increase.

The Committee was in agreement that this cost pressure should be fully funded.

S5 – Impact of Continuing Demographic Growth in Numbers of Very Old people in the Population

Members noted that this cost pressure was based on a report completed back in August, which highlighted a rise in the number of people aged 85 or over. The Head of Adult Services explained that between 2011 and 2015, the population of people aged 85 and over increased by 18% and this was predicted to rise by 91% between 2013 and 2030.

The Director of Social Services also advised that up until 2009, the Council average budget rise per year was 5.5% and that such increases had now stopped.

The Committee agreed that this cost pressure needed to be funded.

S6 – Changes in legislation and policy including Social Services Wellbeing (Wales) Act 2014 and Sleep Ins

In terms of 'sleep ins', the Head of Adult Services advised the Committee that this had come about following a change in employment law. 'Sleep ins' mainly related to supported accommodation settings, where staff would be asleep on the premises and would be expected to wake should a care need arise. It had now been deemed unlawful if this meant that the overall salary for an individual fell short of the national minimum wage. Members noted that of the total cost pressure of £275,000, £135,000 of this related to 'sleep ins' and £145,000 could be attributed to the Social Services and Wellbeing Act.

The Chairman questioned whether this cost pressure was sufficient in view of the potential cost of implementing the Act. In reply, the Committee was advised that there were costs associated with the Information, Advice and Assistance part of the Act but changes to Care and Support had been difficult to cost as only some of the required detail and information had been received.

A Committee Member enquired as to whether these were on-going cost pressures. In answer to this, the Head of Adult Services stated that it could be argued that some of these were one off costs, but some such as the setting up of a Social Enterprise could not be described as a one off. He also stated that services around the Information, Advice and Assistance part of the Act could be relatively small, although this would not be fully known until services were up and running.

At this point the Cabinet Member, with permission to speak, stated that the ageing population did have an effect on the budget but as an Authority, the Council should be celebrating that people were living longer and more independently. With regard to cost pressures, he stated that there were the 'knowns' and the 'unknowns' and in respect of the Act, Welsh Government had indicated that this would be cost neutral. However, he stated that there was evidence to show that implementation would cost the Council money. As a final point, he alluded to the impact that legislative and legal changes could have on the Council's budget and he raised the issues around Deprivation of Liberty Safeguards as an example.

Members agreed that this cost pressure should be fully funded.

S7 – Grant Cessation / Change in Arrangements – Intermediate Care Fund (ICF), Regional Collaborative Fund (RCF), Supporting People

With consideration of this cost pressure, the Chairman queried the position of the local health board and the funding of joint projects and services. In response, the Head of Adult Services explained that health had agreed funding for a number of projects and that without this money the cost pressure would be higher. He also stated that without health funding, closer integration with health would still continue.

A Committee Member commented on the Council's grant exit strategies and he queried that as ICF and RCF were set up by Welsh Government as 'invest to save' projects, were they producing any savings. The Head of Adult Services stated that savings had been made. The Reablement Service had improved the capacity of the Service to return people to full independence and had been very positive. The reviewing of high cost learning disability cases was also positive, assisting people to live more independently.

With regard to the changes to the Supporting People Grant, Members noted that Welsh Government had reduced the funding to the Council.

The Committee was in agreement that this cost pressure should be fully funded.

S8 – Increasing hospital discharge activity

The Committee heard that this was linked to the reduction in the number of people who experience a Delayed Transfer of Care, for which two extra social workers had been allocated as part of the Hospital Discharge Team. Members also noted that people who stayed in hospital too long could eventually have a higher degree of care needs.

The Committee agreed that this cost pressure needed to be funded.

S9 – Transitions From Children's to Adult Services

For this cost pressure, Members were advised that the Service was tracking a number of individuals that would require extensive care and support.

The Committee was in agreement that this cost pressure should be fully funded.

S10 – Change in UK policy – National Enhanced Minimum Wage

In considering this cost pressure, the Chairman queried whether carer travel time had been included as part of the overall calculation. In response, the Committee was advised that the overall figure of £1.35 million did not include travel time. Work around travel time cost implications was still ongoing for which regular workshops with care providers were taking place.

The Director of Social Services went on to comment that anticipating costs in this area was challenging which included consideration of pension liabilities and the outcome of a judicial review. He stated that this was developing on a week by week basis and that the amount highlighted as a pressure was a minimum. He advised that more work around this was needed.

At this point, Mr. Brian West, a representative from the independent care sector who had requested to address the Committee prior to the meeting, was invited to advise Members about some of his thoughts on this issue. Mr. West stated that following a quick look at costs for the independent sector, it had been projected that for the

domiciliary care sector, an extra £861,000 had been identified along with an extra £700,000 for the residential sector. This made a total of £1.561 million. He also raised other potential costs following changes to holiday pay and zero hours contracts.

Following Mr. West's comments, the Director of Social Services stated that providers should be involved when assessing the impact and the Service had recognised the pressures on the level of fees paid to care providers in the Vale. He advised that more work in regard to reconciling the figures still needed to be undertaken.

Overall, the Committee was in agreement that this cost pressure should be funded. However it was important as a matter of some priority that the Council effected further work on the impact of the National Living Wage and the additional costs of travel time that care providers would now have to fund. It was confirmed that officers were engaging with ongoing work across the South East Wales Improvement Collaborative Region.

Following further discussion on the cost pressures, the Committee also considered it important that Cabinet make written representations to Welsh Government on three separate issues that involved new cost pressures which were outside the control of the Council.

Firstly, it was abundantly clear that the Social Services and Well Being Act was not cost neutral and that its implementation was going to cost the Council a great deal of money. As this was a result of Welsh Government legislation then it would seem only equitable that these additional costs should be borne by Welsh Government and not by the Council.

Secondly, the introduction of the National Living Wage would result in substantial additional costs to providers of residential and domiciliary care. These costs would need to be passed onto the Council. The situation was exacerbated by the fact that providers of domiciliary care now had to pay their staff travel time and the additional costs involved to providers would also need to be passed onto the Council. It was invidious for the Council to have to fund these additional costs. This was particularly so of the National Living Wage which was the direct result of UK Government legislation.

Thirdly, the cessation of grant funding for the RCF and the transfer of the ICF to the health board had meant that the Council now had to fund much of the continuing integration agenda. Not to do so would seriously compromise all the excellent work that had been affected to date. The reduction in the Supporting People Programme

Grant would also mean that the Council would need to step in and fund part of this programme. It was particularly inequitable that the Council should have to now fund integration which should be led and funded by Welsh Government.

After considering the report the Committee

RECOMMENDED –

(1)

(2)

(3)

(4) T H A T the Cabinet be requested to make three separate written representations to Welsh Government on the following:

i. The additional costs incurred by the Council as a result of the UK Government's introduction of the National Living Wage and the requirement for domiciliary care providers to pay travel time.

ii. The fact that the Social Services and Well Being Act was not cost neutral and that the Council has incurred substantial additional costs as a result of the introduction of this Welsh Government legislation.

iii. The fact that the Council now has to fund much of the integration agenda in view of the cessation of RCF and the transfer of the ICF to health boards, and that the Council is also having to fund elements of the Supporting People Programme.

Reasons for recommendations

(1)

(2)

(3)

(4) To advise Welsh Government of the substantial additional costs that the Council has incurred, that are completely outside the Council's control, which as such should be funded by Welsh Government.

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At the meeting the Deputy Leader commented that Cabinet was mindful of the concerns raised by the Scrutiny Committee (Social Care and Health) and that Cabinet would make representations to Welsh Government on these issues raised in line with the resolutions below.

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

RESOLVED – T H A T the Leader would raise the following three separate representations with Welsh Government:

- i. The additional costs incurred by the Council as a result of the UK Government's introduction of the National Living Wage and the requirement for domiciliary care providers to pay travel time.
- ii. The fact that the Council does not anticipate that implementing the Social Services and Well-being Act will be cost neutral, given the range of additional responsibilities accruing from the new legislative framework as a whole, including regulations and codes of practice.
- iii. The fact that the Council has lost from its budget the integration finance previously made available by Welsh Government.

Reason for decision

To advise Welsh Government of the substantial additional costs that the Council has incurred, that are completely outside the Council's control.

C3034 NELL'S POINT MARKETING (CALL-IN) (REF) -

The Scrutiny Committee (Economy and Environment) on 1 December, 2015 considered a (Call-in) request.

Cabinet, at its meeting on 16th November, 2015, considered a Part I report and a Part II report in relation to Nell's Point Marketing which advised of the results of the marketing exercise over the summer months for the site at Nell's Point and the adjacent toilet block.

The Council's preference had been indicated as being the development of tourism and leisure based development on the Nell's Point site to widen the range of product and attractions available at Barry Island. Cabinet at the meeting subsequently on 16th November, 2015 resolved

“(1) T H A T Bidder B- Bourne Holidays Limited trading as Warner Leisure Hotels, be accepted as "Preferred Bidder" in respect of the sale of the site at Nell's Point, Barry Island marketed in the summer of 2015.

(2) T H A T officers be authorised to continue discussions and negotiations with Bourne Holidays Limited/Warner Leisure Hotels as the preferred bidder from the marketing exercise.

(3) T H A T the Managing Director, the Director of Environment and Housing Services and the Head of Regeneration and Planning as members of the Project Board, in consultation with the Leader of the Council and the Cabinet Member for Regeneration, be granted delegated authority to continue negotiating towards the disposal of the site at Nell's Point and adjacent toilet block.

(4) T H A T subject to progress, as authorised under resolution 3 above, the Head of Legal Services be granted delegated authority to enter into an appropriate lease agreement, on behalf of the Council, for the disposal of the sites to Bourne Holidays Limited trading as Warner Leisure Hotels, subject to appropriate terms and conditions as may be agreed by the Project Board and complete the transaction in due course.”

Councillor R.J. Bertin who was unable to be present at the Scrutiny Committee had requested a call-in on the matter for the following reasons:

“Given that Bidder B is now the preferred bidder from the marketing exercise, I would like a report to be given to the E&E scrutiny to discuss the following implications:

Bourne Holidays / Warner Hotels only cater for adults when in fact we do require family facilities?

Will we have enough parking spaces will the loss of the temporary car park given plans for development of Barry Island?

Bidder A has complained that the wrong paperwork was sent out during this exercise – Can this be confirmed?

Can all Barry members be involved and kept updated on all future developments at this site?”

Prior to discussion the Chairman took the opportunity to inform all present of her concerns with regard to the comments made in the call-in, some of which she had considered could be potentially damaging to the Council, and she had sought advice from the Monitoring Officer when considering the call-in request. It would also be her intention to deal with as much of the call-in as possible under Part 1. Detailed appraisals of the bids were in the Part II report and should there be a need to discuss any confidential matters by the Committee these would have to be dealt with under Part II. Members of the public would therefore be asked to leave the room at that point whilst those matters were being discussed.

The extract of the minutes relating to Nell's Point of the Cabinet meeting held on 16th November 2015 had also been forwarded to all Members of the Scrutiny Committee prior to the meeting and were available at the meeting for Members' information.

The Cabinet Member for Regeneration, with permission to speak, advised that the brief for the marketing had specified that bids should relate to leisure and tourism uses. Accommodation for families fell within the range of uses which would have been acceptable but the overall aim was to encourage investment which would generate tangible local regeneration benefits. Leisure and tourism had clearly been the remit.

In response to the issue of the "loss of the temporary car park", the Cabinet Member advised that Members would have been fully aware that the car park was "temporary" as it was always intended to be a "meanwhile" use to exist through the marketing and eventual disposal of Nell's Point to an appropriate bidder. Its construction had been seen as part of the package of works required to support the marketing initiative for Nell's Point and to act as a catalyst for investment.

In referring to the call-in, and the reference to Bidder A having complained that the wrong paperwork was sent out during this exercise, the Cabinet Member confirmed for the Committee that no complaint had been received from Bidder A by the Council and that the correct procedures had been followed by the Council through the bidding process. Two compliant bids had been received and both compliant bidders had been invited to attend the Council's offices to present their submissions to the Project Board for the sites on 20th October, 2015. The Project Board comprised the Leader of the Council, the Cabinet Member for Regeneration, the Managing Director, the Director of Environment and Housing Services and the Head of Regeneration and Planning. Further reference was made to that fact that the detailed appraisal of the bids had been provided in the Part II report which was later in the agenda.

Finally, with regard to the final question in the call-in reference relating to all Barry Members being involved and kept updated on all future developments, the Cabinet Member advised that the two reports had been presented to Cabinet within six weeks of the close of the bids which, in her view, clearly demonstrated openness and transparency and a willingness to keep Members informed of progress. It was, however, important to recognise that the Part II report contained information of a confidential and commercially sensitive nature which could not be made publically available at this stage. The comment made that "Bidder A has complained" was also not the case and was a cause for concern. The Cabinet Member stated that the call-in clearly made the suggestion that Bidder A had complained that the wrong paperwork had been sent out but the Council could confirm that Bidder A had not complained, therefore this statement was misleading.

In referring to "Can all Barry members be involved and kept updated on all future developments at this site?" the Cabinet Member referred to the two reports that had been presented to Cabinet which provided detailed information of the exercise.

With regard to the comment "only cater for adults when in fact we do require family facilities" the Cabinet Member reaffirmed that the specified brief was for a quality leisure and tourism provision with the Bidder having to comply with the strategic brief document. The submission by Bidder B had complied.

Members of the Project Board had also considered the bids having due regard to the scoring mechanism as set out in the strategic brief document.

All Members of the Committee agreed that it was clear that the two bidders referred to in the report had been compliant with the requirements as set out in the strategic brief and that the marketing exercise had been undertaken following the appropriate procedures.

Councillor S. T. Wiliam stated that he was more than happy with the way the marketing exercise had been dealt with but would like the Committee to recommend that Cabinet address the issue of the need for additional car parking and look into the feasibility of a multi-storey permanent car park on the Island.

Councillor N.P. Hodges, (not a Member of the Committee) with permission to speak, advised that he also had no issues with the process which he considered had been appropriately executed but was concerned by the call-in about how the misinformation contained therein could be perceived. With regard to the issue of car parking on the Island, although not directly linked to the call-in, he considered it an opportunity to raise the issue and concurred with Councillor Wiliam's suggested

recommendation. Local traders had also advised him of their concerns that when Nell's Point was developed a significant loss of car parking spaces would be an issue for the Island.

In response, the Head of Service stated that the Council was currently in a transitional situation with the new link road through the Waterfront nearing completion, and this along with the ongoing redevelopment of the Waterfront and the position of Nell's Point, meant that the Council would have to consider a number of issues regarding transport in general, in the future. Other Members of the Committee considered that a wider transport study of the Island was preferential in order to fully assess what would be required and that recommending that a multi-storey be built was inappropriate at this stage. It was subsequently suggested that a request to the Cabinet to look at traffic management fully in the area would be a more appropriate approach.

Following which it was subsequently

RECOMMENDED –

(1) T H A T, in noting the inaccuracy outlined in the call-in in relation to the reference to Bidder A, the Committee fully recognised that the bidding process had been dealt with in accordance with procedures and that the resolutions of Cabinet be accepted.

(2) T H A T notwithstanding Resolution (1) above, Cabinet be requested to include the consideration of traffic management and the management of car parking in the vicinity of the Nell's Point development in their current review of car parking in the Vale.

Reasons for recommendations

(1) In recognition of the fact that the submissions by Bidders A and B had been compliant with the requirements as set out in the strategic brief and the procedure for the tendering process had been executed in accordance with Council Procedures.

(2) In order that the issue can be considered.

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

RESOLVED –

- (1) T H A T consideration will certainly be given to traffic management and the management of car parking in the vicinity of the Nell's Point development within the review of car parking in the Vale as was already the intention.
- (2) T H A T the Scrutiny Committee (Economy and Environment) be thanked for carrying out a review of the objections of the Call-in and for confirming that they found no irregularities in the bidding process and marketing of Nell's Point and the subsequent appointment of a preferred bidder for the site.

Reasons for decisions

- (1) To consider the issue of traffic management and the management of car parking in the vicinity of the Nell's Point development.
- (2) To thank the Scrutiny Committee (Economy and Environment) for their review of the Call-in.

C3035 WASTE MANAGEMENT AND CLEANSING UPDATE REPORT (REF)

–

The Scrutiny Committee (Economy and Environment) on 1 December, 2015 considered the above report of the Director of Environment and Housing Services.

The Operational Manager for the service area advised that there had been significant legislation changes within the field of waste and, as such, the report had been prepared in response to a number of requests from the Scrutiny Committee for updates in relation to the Waste Management service and contained details of the progress that the Waste Management and Cleansing division was making to achieve Welsh Government's Statutory Recycling Targets and on the possible implications of new waste related legislation and initiatives.

The significant Welsh Government (WG) legislative development and policy changes that had taken place 2015 included the new Regulation implementing Article 11 of the European Union Revised Waste Framework Directive (January 2015), revised WG waste grant allocation and proposed Welsh legislation as well as two significant waste management reviews undertaken by WG that would impact on the Council's waste management services. The first review related to the Sustainable Waste Management Grant (SWMG) to assess the impact of the grant since its introduction

in 2001/02 and whether it was considered value for money. The second related to the Collections Blueprint that was introduced alongside the Municipal Sector Waste Plan, setting out what WG believed to be the best set of waste and recycling collection arrangements to meet and exceed the Statutory Recycling Targets with the best environmental outcomes.

The latest developments that may impact on service delivery were reported as follows:

Single Environment Grant (SEG)

WG wrote to all Local Authorities explaining that a Single Grant was being introduced with applications to be submitted to them by 30th June, 2015, to demonstrate how work being proposed in the submission contributed to priorities identified by the Environment and Sustainable Development Minister, Carl Sargent, and the goals included in the Well-Being of Future Generations Act (WBFGA) which comes into force for Local Authorities in April 2016.

At recent meetings between Local Authorities and WG officials, officers had been advised that future WG grant payments could be subject to cuts of up to 25 to 50%. The detail for this would be provided in the UK Government's Spending Review announcement.

The Cabinet Member for Visible and Leisure Services stated that he would be meeting the Minister the following day to discuss the grant with the anticipation that this would be received with the agreement of the Minister.

Statutory Recycling Targets:

The Minister stated that he was not prepared to change the Statutory Recycling Targets set to rise to 70% by 2024/25. However he acknowledged the scale of the challenge Local Authorities would face should such cuts as detailed above materialise. He therefore made an offer to local government to come up with a set of proposals by which the targets could still be achieved if the grant was cut.

Guidance on Well-Being of Future Generations Act (WBFGA):

On 7th September, 2015 WG issued a consultation document on its proposed statutory guidance for fulfilling duties under the WBFGA. The Act sets out a legally

binding common purpose in the form of seven well-being goals for local government and other specified public bodies. All these bodies would need to be able to demonstrate how they were working towards these goals in their waste management capacity to improve the long term wellbeing of Wales. The essential principle of the Act was that “the needs of the present are met without compromising the ability of future generations to meet their own needs”.

The Environment Bill:

The target was to achieve Royal Assent by Spring 2016 and its stated purpose was to enable the planning and management of Wales’ natural resources to be undertaken in a more coherent way. Members were advised that the Bill included the following:

- The requirement for full separate collection service for segregated recyclable materials is available to all those that produce waste;
- Businesses and the Public Sector and all other waste producers, but not the householder, will need to ensure that clean, uncontaminated recyclable material are separated before it moves onto the next stage of reprocessing;
- Recyclable waste and organic material, including food waste, will be banned from being sent to landfill or Energy from Waste facilities;
- Non domestic food waste will be banned from being disposed of to the sewage system.

Members were concerned about the enforcement of non-compliance in relation to waste recycling, particularly in relation to bullet point (4) as this would prove significantly difficult and would be extremely interesting to see how Natural Resources Wales would deal with this element.

Compliance with Welsh Government Recycling Collections Policies:

Due to insufficient internal resources WG and the Waste Resource and Action Programme (WRAP) were currently assessing how the Council undertook its Waste Collection Services. Waste Management and Cleansing were therefore currently working with WG within their Collective Collaboration Programme (CCP) and their consultants WRAP to carry out the necessary service modelling and future collection methodology. The outcomes from this study would be reported to Members for their consideration early in 2016 following completion of WRAP’s work.

Residual Waste Treatment:

The early construction of the Prosiect Gwyrdd Trident Park energy from waste plant allowed the Council to terminate the landfill contract with Biffa earlier than anticipated (31st March, 2016) by entering into an interim contract with Viridor and this element of the Council's waste has now been diverted to the Plant. However, there could still be occasions (such as when the Plant was not working) for the need to send waste to the City and County of Cardiff's Lamby Way Landfill site.

Organic Waste Treatment (Kitchen food and Green Garden Waste):

Cardiff and the Vale of Glamorgan Councils had subsequently, in March 2015, entered into a contract with Kelda Ltd for the construction and operation of Anaerobic Digestion (AD) and Open Windrow Composting (OWC) facilities to treat food and green garden wastes respectively, over a 15 year period commencing on 1st April, 2017. The Contract comprised a purpose built AD treatment plant for the treatment of food waste at Tide Field Road, Tremorfa, Cardiff which was now under construction and an OWC for the composting of garden waste at a windrow facility at Cardiff City Council's Lamby Way sited on a former OWC site which however, required extending and additional construction works. Work on the AD plant was well underway with piling and other ground works completed, and both the AD and OWC were on programme for commission in the autumn of 2016.

Recycling Performance:

In order to achieve the 2015/16 Statutory Recycling Target of 58% new initiatives had been introduced, including the recycling of residual waste deposited at the Council's Household Waste Recycling Centres (HWRCs) and the procurement of future Anaerobic Digestion (AD) infrastructure for treating food and garden waste. Waste Management and Cleansing were also currently re-procuring the management of the Council HWRCs with an aim of delivering higher contractual recycling targets. These initiatives aimed to deliver the diversion of waste from landfill and waste recovery through recycling and composting. However, despite the introduction of these initiatives current performance indicators suggested that the Council would still only achieve the 58% Statutory Recycling Targets for the current year. As a countermeasure to reduce the risk of the Council possibly failing to achieve the 58% target and of WG imposed fines, Waste Management and Cleansing had entered into an agreement with Viridor for the recycling of its proportion of the PG Incinerator Bottom Ash (IBA) generated during the interim contact.

The report which covered a number of areas within the service was welcomed by the Committee and comments were made as follows.

Members expressed their pleasure in respect of the work undertaken in relation to Prosiect Gwyrdd as the officer advised this had proved to be an extremely good project for the Vale. However, they were concerned about the increase in targets required by WG in relation to recycling performance and the cost implications that this would impose. The FOE (Friends of the Earth) would also be challenging co-mingled Local Authorities who did not comply with the law.

The Cabinet Member for Visible and Leisure services advised that separation in any event would be difficult for the Local Authority and, as it was his view that co-mingling had proved successful in the Vale and that being forced to segregate would be a backward step.

Reference was made to the work that Welsh Water (WW) was currently undertaking and had done in relation to the Cowbridge area where there had been an issue regarding blocked sinks with WW placing notices in and around the area advising people not to block their sinks and toilets. Members considered the policing of issues like this was of significant concern as to how such policing could actually be undertaken. The Operational Manager advised of his concerns with the potential expectation of policing the black bags, which again would have a significant impact on the Authority if undertaken. He reassured Members that the Waste Team would endeavour to try to reach the targets put forward by WG, but the difficulties as outlined within the report and at the meeting, were significant for the Authority. Members expressed the hope that WG would allow them to carry on co-mingling within the Vale as this was providing more recycling opportunities with the incentive being to encourage more residents to recycle in the future.

Having considered the report, it was subsequently

RECOMMENDED –

- (1) T H A T the contents of the report be noted and the Operational Manager be thanked for an informative report.
- (2) T H A T the report and the views of the Committee be referred to Cabinet with the request that Cabinet continue to urge Welsh Government for the Vale of Glamorgan to carry on with its co-mingling service as it was working within the Vale and was encouraging more people to recycle.

Reasons for recommendations

- (1) To update the Committee on waste and recycling issues and to thank the Operational Manager for the information provided.
- (2) To inform Cabinet of the work currently ongoing in relation to waste management and of the concerns of the Scrutiny Committee.



At the meeting the Deputy Leader and Cabinet concurred with the views of the Scrutiny Committee (Economy and Environment) that the current operation of a co-mingled service be continued and that this was evidenced by the percentage of waste recycled in the Vale of Glamorgan.

The Deputy Leader reminded members that the Vale of Glamorgan's co-mingled recycling service was one of the most efficient in Wales.

The Cabinet Member for Visible and Leisure Services commented that the Council was on track to meet its recycling target of 58% by the end of March and that co-mingling was helping immensely with reaching that figure. He further commented that Welsh Government were trying to encourage all Local Authorities to segregate recycling materials as it provided more valuable byproducts. He concluded by noting that a report would be presented to Cabinet in future that would fully consider these issues.

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

RESOLVED –

- (1) T H A T the contents of the report be endorsed.
- (2) T H A T, should the Collaborative Change Programme report recommend alternative recycling collection arrangements, the Leader will write to Welsh Government advising of the Council's wish to retain its co-mingled recycling services, raising the issues detailed within the report to the Scrutiny Committee (Economy and Environment).

Reasons for decisions

- (1) To endorse the contents of the report.

(2) To make the Council's position on this matter clear to Welsh Government.

C3036 WELSH PUBLIC LIBRARY STANDARDS ASSESSMENT 2014-2015 (REF) -

The Scrutiny Committee (Lifelong Learning) on 7 December, 2015 considered the above report of the Director of Learning and Skills.

The Scrutiny Committee was requested to endorse the Annual Report for 2014-15 that had been submitted to Welsh Government (WG) and consider the feedback on the Library and Information Service performance for 2014-15 which had been received from WG with any comments to be referred to Cabinet .

In presenting the report the Lead Officer for Youth and Community Learning stated that the Standards served to some extent as an interpretation of the Public Libraries and Museums Act 1964 and the means by which WG could assess how Local Authorities were complying with their duties under the 1965 Act. The aim was to provide information on the performance of public library services across Wales, improve the consistency of services, drive improvements in services and to identify any underlying factors affecting performance.

The Welsh Public Library Standards were reviewed and updated by the WG on a three year cycle and the Annual Return submitted for 2014-15 was the first report of the Fifth Framework which operated from April 2014 to March 2017. The Standards for the Fifth Framework were made up of 18 core entitlements and 16 quality indicators grouped around four core service themes, being customer and communities, access for all, learning for life, and leadership and development.

The Library Standards Report for 2014-15 was attached as Appendices 1 and 2 to the report, with the report having been submitted to WG in July of each year.

The annual Assessment Report from WG on the Library Service's performance for 2014-15 was to be found at Appendix 3 to the report. The Assessment Report stated that the Vale of Glamorgan Library and Information Service met 17 of the 18 core entitlements in full and one in part. It also met all seven of the quality indicators which have actual targets, the only Authority in Wales to do so during the first year of the Framework. The relevant indicators with targets were set out on page 2 of Appendix 2 and included the Standards related to acquisition, provision and appropriateness of materials, also the Standards for online services, location of libraries, opening hours, staffing and individual development. The Standard for

individual development related to ICT support, learning opportunities and activities provided to library users.

The annual Assessment Report for the first time provided a rank position for the Vale against other library authorities in Wales in relation to some of the quality performance indicators. The Vale ranked first in terms of total expenditure per capita, fourth on cost per visit and fifth on capital expenditure per capita (based on the refurbishment costs at Llantwit Major Library). Many of these costs were related to overheads at Barry library and had since been addressed as part of the library strategy. The data in relation to costs was expected to change for 2015-16. The Vale had positive rank positions in relation to customers, including total visits per capita (fourth busiest in Wales), active borrowers per capita (sixth) and virtual visits to the library website and online services (eighth). The Vale also had the seventh highest number of active volunteers and the ninth highest number of volunteer hours recorded. These consisted of the volunteer hours spent supporting the home borrower service, the mobile pop-up service and a digitisation project.

Though the annual Assessment Report on the Vale of Glamorgan Library Service was generally positive, some comments had been made which Members were informed would be addressed in 2015-16. It was noted that the Library Service had not carried out an impact survey during 2014-15 due to consultation exercises held, nor had it undertaken an evaluation of attendees at training sessions who were helped to achieve their goals. Both these issues would be addressed in 2015-16.

A further comment related to elements of decline in relation to book issues and attendance at training sessions. The Library Service would be focusing on these issues during the current year by a more robust counting of training attendances which may have been undercounted, and by more promotional activities to encourage readers to take out books.

The Chairman enquired if officers were confident that service changes could be implemented post 1st April, 2016, taking account of the ongoing judicial process relating to Rhoose Library. Another Member referred to Sully Community's interest to adopt the Library but felt that they were unable to advance discussions with the Council until the situation had been resolved. In response, the Director indicated that the Council was keen to progress matters and to this end, it was expected that a report would be submitted to Cabinet in January, 2016 with a view to implementing an April timetable. The Leader also indicated that if Town and Community Councils wished to take on specific services they should submit such requests in writing.

In addition to the above, the Committee expressed their thanks to staff within the service and congratulated them on the performance achieved. The Committee acknowledged that these achievements had been made during a very challenging period for staff.

RECOMMENDED –

- (1) T H A T the Annual Return 2014-15 submitted to the Welsh Government be endorsed.
- (2) T H A T the performance of the Library and Information Service in relation to the Welsh Public Library Standards Framework be noted.
- (3) T H A T the comments of the Scrutiny Committee and the report be referred to Cabinet for consideration.

Reasons for recommendations

- (1) To comply with the requirement of the Welsh Government for formal approval of the Annual Return for 2014-15.
- (2) In acknowledgement of performance and progress.
- (3) To advise Cabinet.

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

RESOLVED –

- (1) T H A T the contents of the report be noted.
- (2) T H A T officers and staff be thanked for their achievements as outlined throughout the period of the report.
- (3) T H A T the Council's reshaping services team investigate and report on whether the Town and Community Councils could adopt the Libraries within their areas as suggested by one of the members of the Scrutiny Committee (Lifelong Learning).

Reasons for decisions

- (1) To note the contents of the report.
- (2) To Give thanks to Council Officers for their hard work.
- (3) To explore the possibility of Town and Community Councils adopting the Libraries within their areas.

C3037 INITIAL CAPITAL PROGRAMME PROPOSALS FOR 2015/16 (REF) -

The Scrutiny Committee (Corporate Resources) on 8 December, 2015 considered the above report.

Set out at Appendix A to the report were full details of the progress on the Capital Programme as at 30th September, 2014. The report also addressed the following:

Director of Learning and Skills

Colcot Primary Roof – The roof at Colcot Primary was in need of replacement as the underlying single ply roof was breaking down and causing ongoing leaks. It had been requested that £100k of the 2016/17 Schools Asset Renewal budget was brought forward into 2015/16 to enable the urgent works to the roof to commence this financial year.

Modular Building Resiting Ysgol Dewi Sant – Under this existing scheme the former Ysgol Dewi Sant modular building was being resited at Fairfield Primary. A highways planning condition at Fairfield Primary had to be met before the building could be occupied. It had been requested that £200k of the 2016/17 Schools Asset Renewal budget was brought forward into 2015/16 in order for the works to be carried out this financial year.

Barry Comprehensive School Works – At Cabinet on 5th October, 2015 (minute C2931) it was resolved “T H A T the development of a programme of work for Barry Comprehensive School be authorised to enable improvements to be made to the learning environment in the short term and that a further report on the proposed programme and estimated funding requirements be presented to Cabinet for further consideration in due course”. Whilst a programme of works was still being compiled, it had been requested that up to £1m was made available for these works to be carried out. This would be funded by a contribution from revenue into the School

Investment Strategy reserve, as a result of a revenue underspend in 2015/16. Further detail of the specific requirements would be presented to a future Cabinet as per the recommendation of Cabinet on 5th October, 2015 and the Capital Programme would then be amended accordingly.

St. Cyres Lower School Marketing and Disposal – A budget of £85k was required for marketing agent's fees and Project Management Unit Fees for the above scheme. It had been requested that the Capital Programme was increased by £20k in 2015/16 and £65k in 2016/17 to be funded from capital receipts. This change would also require approval by Council.

Education Asset Renewal Contingency Budget – At Cabinet on 23rd February, 2015, minute number C2650, recommendation 3 stated “THAT the Managing Director or the Head of Finance, in consultation with the Cabinet Member responsible for Finance, be given delegated authority to make additions, deletions or transfers to or from the 2015/16 to 2019/20 Asset Renewal budget as appropriate”. This Delegated Authority had been used to allocate £41,900 of the contingency budget to the schemes below: -

Romilly Primary School £25,500
Urgent Health and Safety Works £16,400.

In order to complete the Urgent Health and Safety Works at various schools, it had been requested that the Urgent Health and Safety Works budget was increased by £4,917, to be funded from a revenue contribution from the Schools budget.

Director of Social Services

Cartref Porthceri Lift Replacement – There was currently a £70k budget allocated for this scheme within the 2015/16 Capital Programme. A survey had confirmed that the lift needed to be refurbished and not replaced. It had been requested that this scheme was renamed “Social Services Lift Refurbishments” and works would be extended to include refurbishment works to lifts in Cartref Porthceri, Southway and Ty Dyfan.

Southway Lift Replacement – There was currently a £70k budget allocated for this scheme within the 2015/16 Capital Programme. This lift was now being refurbished as stated above. The call and assistance systems within the four residential homes are in need of replacement and it had been requested that this scheme was renamed “Residential Homes Call and Assistance Systems” for these works to be carried out from this allocation.

Director of Environment and Housing

Weycock Cross to Barry Comprehensive Road Resurfacing – The road between Weycock Cross and Barry Comprehensive School requires resurfacing and it had been requested that the 2015/16 Capital Programme was increased by £40k, to be funded from the Visible Services reserve.

Wick to Ewenny Highway Improvements – Highway Improvement works are required between Wick and Ewenny and it had been requested that the 2015/16 Capital Programme was increased by £40k, to be funded from the Visible Services Reserve.

Coast Protection and Land Drainage General – £50k had been allocated within this budget for works which are part of the Causeway Improvement Scheme. In order to enable a more co-ordinated approach to the scheme, it had been requested that £50k was vired to the Causeway Improvement Scheme. The budget for this scheme would total £950k.

Jenner Park and Colcot Pitches – A grant of £100k had been awarded to the Council from The Sports Council for Wales. The £853k budget for this scheme was currently fully funded from the Jenner Park reserve. It had now been requested that the contribution from the reserve was reduced and the scheme would now be funded by £753k from the reserve and £100k from The Sports Council for Wales grant.

Coldbrook Flood Risk Management – Emergency Powers had been used for the inclusion of £2,959k for the construction phase and £257k for the design and development phase into the Capital Programme in order to complete the flood risk management works. This scheme would be funded as detailed below: -

Construction Phase	£'000	Design and Development Phase	£'000
WG Grant	2,151	WG Grant	218
ERDF Grant	114	Council Match Funding	39
Natural Resources Wales Grant	302		
Council Match Funding	392		
Total	2,959	Total	257

Managing Director and Resources

Penarth Renewal Area – The total estimated spend for the Penarth Renewal area had increased from £100k to £155k, due to the cost of an extra property being added to the contract and also due to unforeseen items of work that were identified during the contract period. A virement of £55k had been requested from the Castleland Renewal Area budget to the Penarth Renewal Area budget.

Barry Regeneration Partnership Scheme – At Cabinet on 13th July, 2015, £600k was added to the Capital Programme for the Barry Regeneration Partnership Scheme. £361k of this sum had been allocated using Delegated Authority as set out below:

Barry Island: Western Shelter Lighting £50k
 Barry Island Interpretation, Tourist Information Centre and WIFI £50k
 Victoria Gardens: area improvements (phase 3) £60k
 George Street Play Area: resurface pedestrian links £41k
 Cowbridge Street/Bridge Street Play Area: refurbishment £50k
 Eastern Approach (Cardiff Road): gateway improvements £100k
 Business Service Centre Improvements £10k.

The £600k was allocated over financial years 2015/16 and 2016/17, it had therefore been requested to re-profile these schemes as set out in the table below: -

Scheme	2015/16 £'000	2016/17 £'000
Barry Island: Western Shelter Lighting	8	42
Barry Island Interpretation, Tourist Information Centre and WIFI	35	15
Victoria Gardens: area improvements (phase 3)	0	60
George Street Play Area: resurface pedestrian links	41	0
Cowbridge Street/Bridge Street Play Area: refurbishment	50	0
Eastern Approach (Cardiff Road): gateway improvements	0	100
Business Service Centre Improvements	10	0

Further assessment was being undertaken to allocate the remaining balance of £239k to priority schemes.

Barry Regeneration Partnership Scheme – It had been approved by delegated authority that £107k of the unallocated original budget in 2015/16 and £34k of the unallocated budget in 2016/17 for this scheme be allocated as follows:-

Project Management Unit £60k for 2015/16
 Landscape Design Service £25k for 2015/16

Urban Regeneration Service £4k for 2015/16 and £28k for 2016/17
High Street (Springboard) £6k for 2015/16 and £6k for 2016/17
Gladstone Gardens £2k for 2015/16
Main Street Area Improvements £4k for 2015/16
Eastern Approach £6k for 2015/16.

Disabled Facilities Grant (DFG) – There was a predicted shortfall in the capital budget for DFGs. It was envisaged that once the backlog of applications had been dealt with the number of applications being processed would reduce to normal throughput levels. However, there had been a steady increase in the number of applications being received which was a trend that was likely to continue. As a result, Emergency Powers had been used to approve an increase of £200k in the 2015/16 DFG budget, funded by a contribution from the Policy revenue budget. This would ensure that there was sufficient funding to complete this year's applications without creating a new backlog.

Pedestrian Crossing across Ffordd Y Mileniwm and Improved Bus Access – Further studies had identified that this scheme was not attainable within the budget available; therefore, alternative schemes had been identified through active travel route assessments. It had been requested that this budget was increased by £52k to be funded from s106 monies and that the scheme was renamed “Pedestrian/Cycle improvements at Ffordd Y Mileniwm”. The total budget for this scheme would be £69k. Member consultation had been undertaken under the s106 protocol and the contribution needs to be spent by January 2016.

Town Hall Library External Repairs – Property Services had reviewed this scheme and the funding was no longer required for external works. Internal works to the Town Hall Library had been identified as part of the Space Project scheme, it had therefore been requested that the budget of £12k was vired to the Space Project scheme.

Civic Offices Re-wire Scheme – In 2011 a Property Condition Survey for the Civic Offices identified that the building required re-wiring (to include general lighting, emergency lighting, power and distribution). A fixed electrical installation test was undertaken during 2014/15 and identified that all floors in the building are "Unsatisfactory". £283k had been allocated within the 2015/16 Space Project budget towards this scheme. In order to enable a more co-ordinated approach to the scheme, a virement of £225k in 2015/16 and £58k in 2016/17 had been requested to create a new scheme called the Civic Offices Re-wire.

Court Road Contaminated Land Issues – It had been requested that the name of this scheme was changed to “Court Road Depot - Survey, Feasibility and Infrastructure Budget”. This would enable the Council to facilitate various surveys and feasibility works for the circa 4 acre depot site and if required, identify and carry out any associated infrastructure works. The budget for this scheme was £350k.

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

Llantwit Learning Community – Amendments to programming/sequencing of works had resulted in actual expenditure that was less than the initial spend profile. This does not adversely affect the final cost of the project.

Modular Building Resiting Ysgol Dewi Sant – Amendments to programming/sequencing of works had resulted in actual expenditure that was more than the initial spend profile. This does not adversely affect the final cost of the project.

It was proposed that the budget for these schemes was reprofiled for the remainder of the year and changes would be reported as part of the ongoing capital monitoring process.

The Council’s Capital budget was determined largely by the General Capital Funding Settlement (GCF). In previous years, the provisional GCF settlement was received from Welsh Government (WG) during October, with the final settlement being received during December. This year, however, the initial budget proposals had not yet been received.

A statement on the timing of the Welsh Government’s Budget for 2016/17 was released by the Minister for Finance and Government Business on 6th October, 2015. It stated that the late timing of the UK Government’s Spending Review presented WG with significant challenges for the preparation and publication of the Draft Budget 2016/17. WG would not know their Budget for 2016/17 until 25th November, 2015. WG was facing unprecedented levels of uncertainty and consequently would not publish the Draft Budget for 2016/17 until 8th December, 2015 and the Final Budget on 1st March, 2016.

A joint letter dated 26th October, 2015 had been received from the Minister for Public Services and the Leader of the Welsh Local Government Association, outlining the outcome of their joint discussions regarding the timing of the release of the settlement. They provide a timetable which shows that local authorities would be advised of the Provisional Settlement on 9th December, 2015 and of the Final

Settlement on 2nd March, 2016, however, the Final Budget would be debated by WG on 9th March, 2016. They consider that the proposed timetable does not result in any legal or financial impediment to the budget process; however, they acknowledge that the timetable does present challenges.

As in the case of the earlier report in regard to Initial Revenue Budget proposals considered by the Committee, the timetable provided by the Minister for Public Services and the Leader of the Welsh Local Government Association indicated that local authorities would be advised of the Provisional Settlement on 9th December, 2015 and of the Final Settlement on 2nd March, 2016, however, the Final Budget will be debated by WG on 9th March, 2016.

Even with a lack of clarity on the funding position for 2016/17 and these unprecedented circumstances, in order to be in a position to meet the statutory deadlines and the requirements for consultation set out in the Council's Constitution, much of the work on quantifying the resource requirements for the Capital programme will still need to be carried out before the initial and final GCF settlement was notified to the Council. Therefore, in line with the approach adopted in the current Medium Term Financial Plan, the proposals assume a reduction of 10% for each year of the programme for 2016/17 and onwards. This has been reflected in the proposed Capital Programme 2016/17 to 2020/21 which was shown in the table in Appendix B.

In line with the financial strategy, the Council would aim to mitigate the deteriorating situation by looking to progress only those schemes which are deemed to be a key corporate priority, whilst also seeking to gain assurance that such schemes are delivered on time and within budget.

In regard to the Major Repairs Allowance (MRA), which was a grant that provided capital funding to the HRA 2016/17, this had not been announced by the WG. Cabinet would be advised once the announcement had been made, however, an assumption had been made which was set out in Appendix B to the report that the grant would continue at the current allocation of £2.76m in 2016/17 and throughout the period of the Capital Programme.

In addition to external funding, the Council would finance part of the Capital Programme from its own resources e.g. capital receipts and reserves. Set out in the table below are details of the General Capital Funding and internal resources required to fund the proposed schemes:

Analysis of Net Funding Required for the Indicative 2016/17 Capital
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Programme		
GENERAL FUND	£'000	£'000
Welsh Government Resources		
Supported Borrowing	3,058	
General Capital Grant	1,861	
		4,919
Council Resources		
Capital Receipts	7,199	
Reserves/Leasing	9,135	
Unsupported Borrowing	528	
		16,862
Net Capital Resources		21,781
HOUSING REVENUE ACCOUNT	£'000	£'000
Housing Reserves	3,910	
Housing Unsupported Borrowing	19,434	
Net Capital Resources		23,344

The indicative 2016/17 Capital Programme set out in Appendix D included allocations already approved by Council and also reflected the amendments requested within the report under consideration.

Capital bids were invited for return by 30th September, 2015 and the number of bids received was low (3 from Learning and Skills, 12 from Social Services, 11 from Environment and Housing and 2 from Managing Director and Resources was). Departments were requested to rank their own bids in order of importance before submission and bids from each department were forwarded to the Corporate Asset Management Group (CAMG) for evaluation.

The Cabinet Budget Working Group had prioritised bids based upon the recommendations of the CAMG that used the criteria set out by the Budget Strategy and met the Corporate Risk Assessment. Only those schemes assessed as a corporate priority 1 or higher and medium risk or higher were included in the proposals. The bids that did not meet these criteria or were excluded from consideration because funding had already been allocated as part of the current Capital Programme were set out in Appendix C to the report with the reason for their exclusion.

Education Capital Loan Scheme – These are internal loans which are initially funded from the School Rationalisation Reserve and schools then made repayments back into the reserve over a number of years. In order to maintain a healthy balance within the reserve, it was proposed that the current yearly allocation of £300k was reduced to £200k between 2016/17 and 2020/21.

Llantwit Learning Community – In order to complete this scheme, an additional £650k was required. The increased costs are due to construction inflation, a greater understanding of the works required for parking and the bus turning circle and works required to the drainage, which were identified in a survey. It had been requested that the 2016/17 Capital Programme was increased by £650k, funded from the School Investment Strategy Reserve which had been increased by this amount as a result of a revenue underspend in 2015/16.

Rhose Primary New School – £500k had been ring-fenced for this scheme within the School Investment Strategy Reserve. It was therefore proposed that the Capital Programme was increased by £500k in 2017/18 to include this allocation.

Social Services Asset Renewal – The condition of Social Services buildings are deteriorating. To enable the maintenance of these properties, it was proposed that £100k was vired each year from 2016/17 to 2020/21 from the All Services Asset Renewal budget to create a Social Services Asset Renewal budget. Social Services would be able to allocate the funding within year to priority works that are required.

As part of the Transport review the use of vehicles by the Authority had been extensively reviewed, which had meant that the purchase of new vehicles under the scheme had been delayed. In addition, an amendment to the level of expenditure in the Capital Programme was required, to reflect the continuing need to replace vehicles across the Council. The proposed revised expenditure was set out in the table below:

	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
	£000's	£000's	£000's	£000's	£000's	£000's
Original Expenditure	2,375	1,596	694	1,818	962	0
Revised Expenditure	2,121	1,453	616	1,338	800	800

Vehicles could be funded from the Vehicle Renewals Fund or could be leased. The level of and financing of this expenditure would be reviewed as a result of the

outcome of the Transport review and the amended proposals would be brought as part of the Final Budget Proposals in February 2016.

Renewal Area – An award of specific grant funding had been received from WG to enable capital works to be undertaken in the Castleland Renewal Area during 2016/17. It had been requested that £677,981 was included in the 2016/17 Capital Programme for this grant.

Disabled Facilities Grants (DFG) – A capital bid amendment form had been submitted to request additional funding in future years for DFGs. This would ensure that there was sufficient funding to complete future years' applications without creating a new backlog. It had been requested that the Capital Programme was increased by £400k in 2016/17 and £450k in 2017/18, to be funded from a reserve set up from revenue underspend in 2015/16.

Carbon Management Fund – The Carbon Management Fund Scheme was an ongoing scheme to assist with the Council's energy reduction measures. To enable these works to continue, it had been requested that a budget of £200k was included in the 2016/17 Capital Programme. This would be funded from the Energy Management Fund Reserve.

Civic Offices Re-wire – In 2011 a Property Condition Survey for the Civic Offices identified that the building required re-wiring (to include general lighting, emergency lighting, power and distributions. A fixed electrical installation test was undertaken during 2014/15 and identified that all floors in the building are "Unsatisfactory". It had been requested that the 2016/17 Capital Programme was increased by £400k using funding which had already been ring fenced within the Project Fund for these works. A capital bid for the Civic Offices Rewire had also been included in Appendix B.

Regeneration Fund – This scheme was funded from the Regeneration reserve. £50k per annum of this budget had been ring-fenced to match fund the Rural Development grant. Expenditure for this grant would now be incurred through revenue and therefore it was proposed that the budget was reduced by £50k each year between 2016/17 and 2020/21 and this use of the reserve would be redirected to the revenue budget.

The changes detailed above had been reflected in Appendix B.

In addition to bids meeting the criteria for inclusion in the Capital Programme, there had been a number of changes approved by Cabinet since the final budget

proposals 2015/16 to 2019/20 were approved in February 2015. These changes include capital sums carried forward; changes to the School Investment Programme and Housing Improvement Plan. These changes had been included in Appendix B.

School Investment Programme

The 21st Century Schools Programme was the WG's funding initiative for investment in schools. The first tranche of schemes under Band A of the funding were submitted prior to November 2011. Band A schemes run between 2013/14 and 2018/19. Band B schemes are expected to commence in 2019/20.

The schemes included under the Band A submission for construction between 2013/14 and 2018/19 are: Ysgol Nant Talwg, Ysgol Dewi Sant, Ysgol Gwaun Y Nant and Oakfield, Colcot and Llantwit Learning Community.

In April 2014, WG notified the Council that some of the funding for Band A schemes would be in the form of unsupported borrowing instead of a revenue grant. The Council would be expected to borrow; however, WG would provide revenue funding to cover the cost of the loan through the Revenue Support Grant. This had no impact on the value of the Capital Programme, only the way in which it was funded.

In September 2014 the Vale of Glamorgan Council received notification from WG that the funding envelope for 21st Century Schools would be increased from £20.960m to £29.898m. As reported in the Final Capital Programme Proposals in February 2015, the Council had increased their contribution to the programme by a further £950k for the Llantwit Major Learning Community Scheme and this was approved by Cabinet on 12th January, 2015 (Minute C2607), therefore, the total funding envelope was now £30.848m. This excluded the £650k for Llantwit Learning Community requested as part of this report.

The Band A Programme was progressing well. Phase one of the Penarth Learning Community scheme was complete and the Learning Community was occupied. Works are ongoing for phase two which consists of external works and demolition. Ysgol Nant Talwg and Ysgol Dewi Sant are complete and the schools are occupied. Phase one of Ysgol Gwaun Y Nant was complete and phase two works are ongoing, the building works at Oak Field are now complete and both schools are occupied. The Llantwit Learning Community scheme was underway and works started on site in August 2015.

The following table shows the planned spend on the Education Capital Programme from 2016/17 to 2020/21 incorporating expenditure under Band A schemes funded under 21st Century Schools Programme. Gross Expenditure totals £79.879m.

By Scheme	16/17	17/18	18/19	19/20	20/21	Total
	£000's	£000's	£000's	£000's	£000's	£000's
Ysgol Dewi Sant	35	0	0	0	0	35
Llantwit Learning Community	13,052	1,240	29	0	0	14,321
Gwaun Y Nant and Oakfield	47	0	0	0	0	47
Barry Secondary Schools Transformation	750	0	0	0	0	750
Colcot Primary	250	250	0	0	0	500
Asset Renewal	700	1,000	1,000	1,000	600	4,300
Asset Renewal Contingency	50	50	50	50	50	250
St. Cyres Lower School Marketing and Disposal	65	0	0	0	0	65
Rhose Primary New School	0	1,500	1,762	0	0	3,262
Gwenfo Primary Extension	394	11	0	0	0	405
St. Brides Expansion	346	10	0	0	0	356
Victorian Schools	1,200	800	0	0	0	2,000
Eagleswell Demolition	300	0	0	0	0	300
Band B Schemes	0	0	0	18,361	32,927	51,288
Schools ICT Loans	200	200	200	200	200	1,000
Schools Capital Loan Schemes	200	200	200	200	200	1,000
Total	17,589	5,261	3,241	19,811	33,977	79,879

The total allocation for Victorian Schools between 2015/16 and 2020/21 was £3.061m to support works across 21 Victorian Schools to address the existing issues with lath and plaster and masonry deterioration. The £1.061m budget for 2015/16 had been allocated to the following schemes via emergency power £270k to Victoria Primary School External Refurbishment Works, £741k to Over boarding Lath and Plaster Ceilings and £50k to Sandstone Repairs. Work was currently being carried out by Property Services to assess the works required between 2016/17 and 2017/18 and a full report would be brought to Cabinet with a strategy to address these problems.

There was an asset renewal budget of £900k in 2015/16, 200k of this budget had been vired to the Modular Building Resiting Ysgol Dewi Sant Scheme. The asset renewal budget increased to £1m from 2016/17; however, £300k was being

requested to be brought forward into 2015/16 as detailed earlier in this report. In addition there was a £50k asset renewal contingency budget in each year. From 2020/21 the asset renewal budget has to reduce to the original £600k allocation due to increasing constraints on resources and the 21st Century Schools Band B Programme. Education in consultation with Property Services, allocate this budget in year to various schemes including rolling programmes of boiler and toilet renewal.

Band B Schemes are expected to commence in 2019/20 and in December 2014 the Council submitted proposals for a number of schemes to WG. Based on latest indications, it had been assumed that 50% funding would be available from WG to fund these schemes. However, there was no guarantee that the funding would be available from WG or what form it would take.

Indicative strategic projects for the Council under Band B funding would seek to address the following:

Expanding primary sector capacity and addressing the condition of school buildings in various areas across the Vale.

Rationalisation of school buildings currently situated on split sites.

The total cost for Band B schemes was projected to be in the region of £67.4m and of this total £18.361m and £32.927m had been included in Appendix B for 2019/20 and 2020/21 respectively.

The Education Capital Programme was funded as follows:

By Funding Source	16/17	17/18	18/19	19/20	20/21	Total
	£000's	£000's	£000's	£000's	£000's	£000's
General Capital Funding	4,593	1,800	1,189	1,160	1,050	9,792
Capital Receipts	4,491	0	0	1,404	7,686	13,581
Other Reserves and Revenue Contribution	0	0	0	1,000	0	1,000
School Investment Reserve	2,433	915	290	1,397	3,391	8,426
School Rationalisation and Improvements Reserve	200	200	200	200	200	1,000
IT Fund	200	200	200	200	200	1,000
Local Government Borrowing Initiative	528	0	0	0	0	528
Prudential Borrowing	0	0	0	0	0	0
Total Internal Funding	12,445	3,115	1,879	5,361	12,527	35,327
S106 Agreements	709	1,021	1,362	7,700	1,000	11,792

Welsh Government Grant	4,435	1,125	0	6,750	20,450	32,760
Total Funding	17,589	5,261	3,241	19,811	33,977	79,879

Housing Improvement Plan

The 2015/16 Housing Improvement Programme budget totals £87.011m and £63.156m of this allocation related to the buyout from the housing subsidy system. The funding of the 2015/16 programme had been amended as set out in the table

Funding	Current 2015/16 £'000	Amended 2015/16 £'000
Major Repairs Allowance Grant	2,760	2,760
Other Grant	2,069	2,069
Housing Capital Receipt	754	897
Housing Reserves	2,676	5,334
Unsupported Borrowing (Including HRA buyout)	78,752	75,951
Total	87,011	87,011

As in the case of the consideration of the Initial Revenue Budget Proposals, similar arrangements were in place for the Scrutiny Committees to pass their comments to the Scrutiny Committee (Corporate Resources) who would, on behalf of the Council's Scrutiny Committees, formally respond to the Cabinet by no later than 15th December, 2015. However, Scrutiny Committees were being asked to first consider the indicative Capital Proposals as set out in Appendix B to the report. If a change to the initial proposals was desired, the Scrutiny Committee was required to provide a reason for this need in order to assist the Cabinet and the BWG in their deliberations when drawing up the final proposals. The total net capital expenditure of the proposed programme for the whole of the Council over the five years was approximately £104.525m.

Managers would be asked to revisit the schemes listed in Appendix B and confirm the final cost and spend profiles prior to the final proposals being considered by the Cabinet by no later than 22nd February, 2016. Cabinet's final Capital Programme proposals would be considered by Council no later than 2nd March, 2016.

If the schemes proposed in Appendix B were approved, the effect on the General Fund usable receipts was as follows:

Capital Receipts	General £000's	Ringfenced Social Services £000's	Ringfenced Education £000's
Anticipated Balance as at 1 st April 2016	8,122	1,348	1,065
Anticipated Requirements – 2016/17	-5,515	0	-1,684
Anticipated Receipts – 2016/17	0	0	7,500
Balance as at 31 st March 2017	2,607	1,348	6,881
Anticipated Requirements – 2017/18	0	-1,348	0
Anticipated Receipts – 2017/18	0	0	2,800
Balance as at 31 st March 2018	2,607	0	9,681
Anticipated Requirements – 2018/19	0	0	0
Anticipated Receipts – 2018/19	0	0	0
Balance as at 31 st March 2019	2,607	0	9,681
Anticipated Requirements – 2019/20	-4	0	-1,404
Anticipated Receipts – 2019/20	0	0	0
Balance as at 31 st March 2020	2,603	0	8,277
Anticipated Requirements – 2020/21	-223	0	-7,686
Anticipated Receipts – 2020/21	0	0	0
Balance as at 31 st March 2021	2,380	0	591
Anticipated Requirements between 2021/22 and 2026/27	0	0	-5,250
Anticipated Receipts between 2021/22 and 2026/27	0	0	4,750
Balance as at 31 st March 2027	2,380	0	91

The Education Capital Programme utilises general capital receipts in addition to capital receipts ring-fenced for Education.

The capital receipt balance for Social Services had been ring-fenced for Social Services capital expenditure. Options are being explored by the Council however, it was expected that the full capital receipt of £1.348m would be utilised for older persons' accommodation in 2017/18.

In line with the overall strategy and specific suggestions proposed by the BWG, in order to resource the Capital Programme, reserves would be utilised over the period of the Capital Programme 2016/17 to 2020/21.

The Project Fund would be used to fund schemes assessed on an invest to save basis, and in certain circumstances business critical schemes may also be funded from this reserve with the prior approval of the Head of Finance. The projected usage of this reserve over the period of the Capital Programme was shown below:

Project Fund	£'000
Anticipated Balance as at 1 st April 2016	2,918
Anticipated Requirements – 2016/17	-858
Anticipated Receipts – 2016/17	50
Balance as at 31 st March 2017	2,110
Anticipated Requirements – 2017/18	-100
Anticipated Receipts – 2017/18	50
Balance as at 31 st March 2018	2,060
Anticipated Requirements – 2018/19	0
Anticipated Receipts – 2018/19	50
Balance as at 31 st March 2019	2,110
Anticipated Requirements – 2019/20	0
Anticipated Receipts – 2019/20	50
Balance as at 31 st March 2020	2,160
Anticipated Requirements – 2020/21	0
Anticipated Receipts – 2020/21	50
Balance as at 31 st March 2021	2,210

The above forecast balances needed to be seen in the context of significant pressures for spending which were not yet included in the Capital Programme, these pressures included the backlog of school, highways and building improvements.

In considering the unsuccessful bids, a Member made a request that due to the fact that some of the Leisure Centres did not meet current health and safety standards, a feasibility study be undertaken to assess requirements. The Leader of the Council, in response, advised that the Council needed to discuss with Legacy Leisure a number of issues and a feasibility study may be considered an appropriate method in order to engage in that process.

Following a query with regard to street lighting and the reference to other funding being considered, the Head of Service advised that the Directorate was currently

looking at other funding options for street lighting with the intention that a further report would be presented to the Scrutiny Committee and Cabinet in due course. A Member expressed concern in relation to the fact that savings that had previously been highlighted may not be realised in the current financial year and that a report on street lighting had been requested for some time. The Head of Service stated that she was aware that a report was due to be presented in January 2016.

Following a query from a Member regarding the figure of £750,000 noted in the Programme for Barry Secondary School Transformation, the Leader of the Council advised that this had been included due to the fact that it had been anticipated that the female and male toilets at the school required remedial works. The figure remained in the budget as the issue of the transformation of the schools had not yet been finalised.

In response to a further query regarding vehicles and contract hire or leasing, the Leader of the Council advised that all funding options would be considered to ensure that the Council achieved the most economical and advantageous service, which could include leasing or contract hire.

Having regard to the above and related issues, it was

RECOMMENDED –

(1) T H A T the Initial Capital Budget Proposals for 2015/16 be endorsed and Cabinet informed accordingly.

(2) T H A T the following changes to the 2015/16 and 2016/17 Capital Programme as outlined below be noted:

- Colcot Primary Roof – £100,000 of the 2016/17 Schools Asset Renewal budget is brought forward into 2015/16 to allow this scheme to proceed.
- Modular Building Resiting Ysgol Dewi Sant – £200,000 of the 2016/17 Schools Asset Renewal budget is brought forward into 2015/16.
- Urgent Health and Safety Works – The Urgent Health and Safety Works budget is increased by £4,917, to be funded from a revenue contribution from the Schools budget.
- Cartref Porthceri Lift Replacement – This scheme is to be renamed 'Social Services Lift Refurbishments'.
- Southway Lift Replacement – This scheme is to be renamed 'Residential Homes Call and Assistance Systems'.
- Weycock Cross to Barry Comp Road Resurfacing – The 2015/16 Capital Programme is increased by £40,000, to be funded from the Visible Services reserve.
- Wick to Ewenny Highway Improvements – An increase in the 2015/16 Capital Programme by £40,000, to be funded from the Visible Services Reserve.
- Coast Protection and Land Drainage General – A virement of £50,000 to the Causeway Improvement Scheme.
- Jenner Park and Colcot Pitches – The funding of this scheme is amended to £753,000 being funded from the Jenner Park reserve and £100,000 from a Sports Council for Wales grant.

- Penarth Renewal Area – A virement of £55,000 from Castleland Renewal Area to Penarth Renewal Area.
- Barry Regeneration Partnership Scheme – The reprofile of projects as set out within the report, paragraph 16.
- Pedestrian Crossing across Ffordd Y Mileniwm and Improved Bus Access – This budget is increased by £52,000 to be funded from S106 monies and the scheme is renamed 'Pedestrian/Cycle improvements at Ffordd Y Mileniwm'.
- Town Hall Library External Repairs – A virement of £12,000 to the Space Project Scheme.
- Civic Offices Re-wire Scheme – A virement of £225,000 in 2015/16 and £58,000 in 2016/17 from the Space Project scheme to the Civic Offices Re-wire Scheme.
- Court Road Contaminated Land Issues – The name of this scheme is changed to 'Court Road Depot - Survey, Feasibility and Infrastructure Budget'.
- Vehicle Replacement Programme – The reprofiling of the Vehicle Replacement Programme expenditure as set out in paragraph 44 of the report.
- St. Cyres Lower School Marketing and Disposal – An increase of £20,000 in 2015/16 and £65,000 in 2016/17 to be funded from capital receipts.

Reasons for recommendations

- (1) To allow full consultation on the future Capital Programmes.
- (2) To ensure that Members are aware of the position with regard to the 2015/16 Capital Programme.

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

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

Reason for decision

To note the contents of the report.

C3038 INITIAL REVENUE BUDGET PROPOSALS 2015/16 (REF) -

The Scrutiny Committee (Corporate Resources) on 8 December, 2015 considered the above report.

Committee was informed that the Scrutiny Committees had previously considered the Initial Revenue Budget proposals on the following dates:

Scrutiny Committee (Social Care and Health): 30th November, 2015
 Scrutiny Committee (Economy and Environment): 1st December, 2015
 Scrutiny Committee (Housing and Public Protection): 2nd December, 2015
 Scrutiny Committee (Lifelong Learning): 7th December, 2015.

The Scrutiny Committees (Social Care and Health) and (Lifelong Learning) had subsequently recommended the following to Corporate Resources as the lead Scrutiny Committee and a copy of the recommendations was tabled at the meeting for Members' consideration:

Scrutiny Committee (Social Care and Health) –

- “(1) T H A T the amended revenue budget for 2015/16 be noted.**
- (2) T H A T the Scrutiny Committee (Corporate Resources) agree the Committee’s request that all the cost pressures as detailed in Appendix 3 of the report are fully funded.**
- (3) T H A T the Scrutiny Committee (Corporate Resources) notes that the cost pressures as detailed in Appendix 3 of the report could increase in view of the requirement to carry out further work on the impact of the National Living Wage and the new costs associated with the payment of ‘travel time’ by independent care providers. In addition it was clear that there may be other additional costs, above those already identified in the cost pressures, as a result of the introduction of the Social Services and Well Being Act.**
- (4) T H A T the Cabinet be requested to make three separate written representations to Welsh Government on the following:**
- i. The additional costs incurred by the Council as a result of the UK Government’s introduction of the National Living Wage and the requirement for domiciliary care providers to pay travel time.**
 - ii. The fact that the Social Services and Well Being Act was not cost neutral and that the Council has incurred substantial additional costs as a result of the introduction of this Welsh Government legislation.**
 - iii. The fact that the Council now has to fund much of the integration agenda in view of the cessation of RCF and the transfer of the ICF to health boards, and that the Council is also having to fund elements of the Supporting People Programme.**

Reasons for recommendations

- (1) To advise the Committee of amendments to the 2015/16 budget.**
- (2) To advise Scrutiny Committee (Corporate Resources) of the Committee’s views that the cost pressures shown in Appendix 3 should be fully funded.**
- (3) To ensure that the cost pressures are accurate.**

(4) To advise Welsh Government of the substantial additional costs that the Council has incurred, that are completely outside the Council's control, which as such should be funded by Welsh Government."

Scrutiny Committee (Lifelong Learning) –

"(1) T H A T the amended revenue budget for 2015/16 be noted.

(2) T H A T the Cabinet be requested to give consideration to making available an additional £4m revenue funding specifically for secondary sector schools in the Vale of Glamorgan and to increase the Education Revenue Base budgeted by this amount in future financial years.

Reasons for recommendations

(1) To advise the Committee of amendments to the 2015/16 budget.

(2) In acknowledgement that secondary schools were under severe pressure and scrutiny and had the responsibility for academic achievement."

The Council was required under statute, to fix the level of Council Tax for 2016/17 by 11th March, 2016 and in order to do so, would have to agree a balanced Revenue Budget by the same date. The Head of Service presented the report which detailed that a statement on the timing of the Welsh Government's (WG) Budget for 2016/17 was released by the Minister for Finance and Government Business on 6th October, 2015. This also stated that the late timing of the UK Government's Spending Review presented WG with significant challenges for the preparation and publication of the Draft Budget 2016/17. WG will not know their Budget for 2016/17 until 25th November, 2015. WG is facing unprecedented levels of uncertainty and consequently would not publish the Draft Budget for 2016/17 until 8th December, 2015 and the Final Budget on 1st March, 2016.

A timetable received from the Minister for Public Services and the Leader of the Welsh Local Government Association on 26th October, indicated that local authorities would be advised of the Provisional Settlement on 9th December, 2015 and of the Final Settlement on 2nd March, 2016. However, the Final Budget would be debated by WG on 9th March, 2016. They considered that the proposed timetable did not result in any legal or financial impediment to the budget process, however, they acknowledged that the timetable presented challenges.

To be in a position to meet the statutory deadlines and the requirements for consultation set out in the Council's Constitution, much of the work on quantifying the resource requirements of individual services needed to be carried out before the final Revenue Support Grant (RSG) settlement was notified to the Council.

With regard to the revised budget for 2015/16, Appendix 1 to the report set out the revised budget for 2014/15 together with the necessary adjustments to the original budget.

Asset rent, International Accounting Standard (IAS) 19, transfers and recharges – these related to accounting items and expenditure outside the control of services. They reflected charges to Services for the use of capital assets, changes to the inter-service recharges, transfers and adjustments in respect of pensions to comply with accounting standards. Also included, were transfers of functions and responsibilities between Directorates as detailed below:

Education

£150k from Development Services in respect of the Arts Development.

Managing Director and Resources

£210k from Development Services in respect of Coroner Services.

The following table compared the amended budget with the projected outturn for 2015/15.

Directorate/Service	2015/16 Amended Budget £'000	2015/16 Projected Outturn £'000	Variance (+)Favourable (-) Adverse £'000
Learning and Skills			
Education and Schools	92,524	92,816	-292
Libraries	2,311	2,311	0
Adult Community Learning	263	263	0
Youth Service	1,030	1,030	0
Catering	1,788	1,788	0
Art Development	150	150	0
Social Services			
Children and Young People	14,540	14,090	+450
Adult Services	37,579	38,329	-750
Business Management and Innovation	304	304	0
Youth Offending Service	679	679	0
Environment and Housing			
Visible Services	21,707	21,707	0
Transportation	5,178	5,178	0
Building Services	0	0	0
Regulatory Services	2,107	2,107	0
Council Fund Housing	1,116	1,116	0
Managing Director and Resources			

Resources	558	558	0
Regeneration	2,562	2,562	0
Private Housing	11,308	11,308	0
Development Management	1,063	1,063	0
General Policy	18,088	17,496	+592
Total	214,855	214,855	0
Met from General Reserve	(2,500)	(2,500)	0
Grand Total	212,355	212,355	0

Budgets in respect of each service area set out the budget position below:

Learning and Skills

The projected outturn for the Learning and Skills Directorate is an adverse variance of £292k when compared to the amended budget. The paragraphs below highlight variances within each service.

School Improvement and Inclusion – This service was projecting an adverse variance of around £706k, however, this amount could be offset by £65k funded from the Excluded Pupils reserve and therefore an adverse variance of £641k was currently projected at year end. An adverse variance on alternative curriculum placements of £65k is projected due to increased demand for the service; however, this would be funded from the Excluded Pupils reserve. An adverse variance of £457k was anticipated on inter authority recoupment income. Increased demand for Vale pupils requiring placements in Ysgol Y Deri had resulted in fewer placements being available for other authorities to purchase. An adverse variance of £197k was projected on pupil placements in independent schools and other authorities due to an increase in the number of pupils with significant needs that are unable to be met at Ysgol Y Deri. These overspends would be offset by a favourable variance of £13k on staffing costs due to part year vacancies within teams. The Directorate was seeking ways to mitigate this overspend as part of the longer term Reshaping Services agenda.

Strategy and Resources – This service was anticipating a favourable variance at year end of £326k. There were favourable variances on the transport budget of £196k, £52k on salaries due to part year vacancies, £49k due to payments to private nurseries as a result of a reduction in non-maintained nursery settings and £29k on other supplies and services. There were however significant pressures in relation to

the Schools Long Term Supply scheme with an adverse variance of £270k anticipated and the Early Retirement and Voluntary Redundancy scheme also projecting an adverse variance of £196k. Both these overspends would be funded from the respective reserves. It was anticipated that there will also be transfers from the Rationalisation Reserve of £161k to fund the increased rates bill at St. Cyres Comprehensive School and £115k to fund one off amalgamation costs at Llantwit Learning Community and Penarth Learning Community.

Service Strategy and Regulation – It was anticipated that this service would outturn with a £7k favourable variance due to efficiencies within the Business Support section.

Schools – The delegated budget relating to schools is expected to balance as any under/over spend is carried forward by schools.

Children and Young People's Partnership – It was anticipated that this service will outturn with a favourable variance of £16k due to a part year vacancy in the team.

Provision had been made within the budget to make unsupported borrowing debt repayments in relation to the Schools Investment Strategy of £698k per annum. Any favourable variance on debt repayments would be directed into the Schools Investment Strategy reserve.

Libraries – The Libraries Service was projecting to outturn at budget after a transfer from the Libraries reserve of £113k to fund one off costs in relation to the implementation of the Libraries Review.

Adult Community Learning – It was anticipated that the Adult and Community Learning Service would outturn at budget after a £93k transfer from the Adult and Community Learning reserve. The transfer from the reserve was required due to redundancy and notice payments to staff, which had arisen as a result of reductions in funding from Welsh Government and Cardiff and the Vale College.

Youth Service – It was anticipated that the Youth Service would outturn at budget after a transfer of £40k from the Youth Service Reserve. The transfer from the reserve was required to fund ongoing NEETS and Gateway To Engagement work in schools.

Catering – The Catering budget was anticipated to outturn at budget after a transfer of £222k from Catering reserves. The transfer from reserves would fund the final

payment of the cashless catering system and the conversion of dining centres into kitchens in four primary schools.

Social Services

The projected outturn for the Social Services Directorate was an adverse variance of £300k when compared to the amended budget. The paragraphs below highlighted variances within each service.

Children and Young People's Services - This service was anticipated to outturn £450k under budget at year end. The key issue for this service continued to be managing the demand for the Joint Budget for Residential Placements for Looked After Children, however, currently it was forecast to outturn with a £250k underspend at year end. Work had been ongoing to ensure that children are placed in the most appropriate and cost effective placements, however, it was noted that due to the potential high cost of each placement, the outturn position could fluctuate with a change in the number of looked after children. There were potential underspends elsewhere in Children's Services of £65k on staffing budgets and £135k on alternative means of provision and accommodation costs required for the current cohort of children.

Adult Services - This service was currently anticipated to outturn £750k over budget at year end. This was due to a projected overspend on Community Care Packages of £950k as a result of increased demand for services, particularly for frail older clients. There was continued pressure on this area of the service to manage demand, not only to avoid a further increase in the overspend, but also to reduce the overspend. Whilst every effort would be made to improve this position, it could not be guaranteed that this position would not deteriorate further by year end as this budget was extremely volatile and there was a continued increase in demand for services. The annual deferred income budget for 2015/16 had been set at £739k and as at 30th September 2015, income received to date was £74k under-recovered. It was currently being projected that this budget will outturn at £50k over budget by year end and this adverse variance was included as part of the projected overspend for care packages. It was anticipated that there would be underspends of £200k elsewhere in the budget which can offset part of this overspend with £165k from staffing, £20k from Transport and £15k from premises.

Environment and Housing

The projected outturn for the Environment and Housing Directorate was a balanced budget when compared to the amended budget. The paragraphs below highlighted any variances within each service.

Highways and Engineering – It was projected that the Highways and Engineering section will have a balanced budget at year end. It was projected that the employee's budget will be £338k underspent due to vacant posts currently within the service. However, due to the number of vacant posts, the anticipated spend on subcontractors was over budget by £262k. As previously reported, Highways and Engineering had an estimated shortfall on car parking income, which was currently estimated to be £340k. The introduction of additional car parking charges was to be consulted on further; therefore, new charges are unlikely to be introduced within this financial year. There was also a projected overspend on street lighting energy costs of £106k, due to the slight delay in the introduction of part night lighting, which commenced in July 2015. Vehicle costs were projected to be £120k over budget which is mainly due to the increased cost of the newer Winter Maintenance fleet. It was anticipated that other income received by the Highways and Engineering section will be £374k higher than budgeted. This was mainly due to the amount of Highways capital works schemes undertaken for other departments. Departmental support costs for Highways and Engineering had also reduced by £116k.

Waste Management – It was projected that the Waste Management section would have a balanced budget at year end. Employee costs were projected to be over budget by £256k. The main reason is that some of the planned savings for 2014/15 and 2015/16 had been delayed as detailed in Appendix 2. A re-routing exercise was currently underway and the service was also being reviewed by Waste Resource Action Programme (WRAP) with a view to making efficiency savings. Vehicle costs were projected to be £207k over budget, again due to the delay in planned savings. To offset these delayed savings, a considerable underspend of £577k was expected on waste disposal costs mainly due to the interim contract entered into with Viridor. The department had also projected a spend of £48k on contract monitoring costs for Prosiect Gwyrdd and £25k on the Joint Organics Procurement with Cardiff Council for which there was no budget. The service also had reduced insurance costs which were £34k under budget. Income to the section was also £75k less than budgeted, which was mainly as a result of the shortfall in income for the Special Collection service due to the level of concessions that were currently offered.

Leisure – It was anticipated that the Grounds Maintenance section would achieve a breakeven position at year end. Employee costs were projected to be £92k under budget due to vacant posts within the service. However, this had been offset by increased supplies and services costs which were £119k over budget mainly due to additional works undertaken by subcontractors. Transport costs were projected to be £31k over budget; however, Parks were currently reviewing the level of vehicles they used and had identified those that were surplus to requirements. This was

offset by savings of approximately £25k on the maintenance of conservation zones. The anticipated level of income from other departments was also £33k greater than budgeted. The Sports service was operating well within reduced grant funding budgets. The provision of Play Activities was being funded from various sources such as Town Councils and s106 monies and costs were being monitored closely to ensure that they were contained within the funding available. The year end projected spend shows a nil variance against the revised budget.

Transportation – The expenditure on public transport was being carefully monitored in order to provide an appropriate service within the approved budget. There was an agreement with Bridgend and Cardiff Councils regarding the recharging of Cross Boundary bus services and this would alleviate pressures on fare-paying school services which were presently over budget. It was hoped that this agreement would continue into 2016/17. S106 monies was being utilised to fund the community bus service, Greenlinks. The year end projected spend on Transportation showed a nil variance against the revised budget.

Building Services – The Building Maintenance and Building Cleaning and Security Services were presently expected to outturn on target.

Regulatory Services – This budget represented the Vale's contribution towards the Shared Regulatory Service which was formed on 1st May, 2015. Although anticipated savings for 2015/16 would be slightly reduced by the one month delay in populating the staffing structure, the effect was mitigated by the reduction in anticipated staffing costs due to the number of staff leaving the Shared Service pool before going live. At this stage it was therefore projected that this service would outturn within target

Council Fund Housing – The Council Fund Housing budget was likely to outturn at £250k underspent based on current trends. The variance was due to savings being made on the use of temporary accommodation for the homeless. Due to the uncertain pressures for the remaining part of the financial year on the homeless budget it was felt appropriate at this time to show a balanced budget.

Managing Director and Resources

The projected outturn for the Managing Director and Resources was a balanced budget when compared to the amended budget. The paragraphs below highlighted any variances within each service

Resources – Resources was anticipated to outturn within budget although there was a possibility of a shortfall on Council Tax court income. The service would manage any shortfall from within existing resources.

Regeneration – Whilst occupancy of the Authority's workshops was higher than recent years, and therefore income was higher, any underspends would be utilised to refurbish the workshop/office space stock, aiming at generating further increased occupancy levels in order to meet the higher levels of income required in the 2016/17 budgets. This service was currently projected to outturn within target. The projected outturn for Countryside Services showed a nil variance against the revised budget. Delays in relation to the decision on car parking fees within country parks would mean that targeted savings for the Division had not been achievable. A budget virement from Planning covered the shortfall on car parking and various other measures including refurbishment works on the reception area at Cosmeston, thatching works at the Medieval Village and marketing costs for the new Commercial Opportunities Officer. As such, the service was currently projected to outturn within target.

Private Housing – As there had been additional demand for Disabled Facility Grants (DFGs) this year, the fee income will exceed target. Income targets for the Renewal Area had not currently been achieved so will offset the DFG increase. As such, this service is projected to outturn within target by year end.

Development Management – The year end projected spend on Planning showed a nil variance against the revised budget. As planning income had been ahead of profile so far this year a virement had been made from Planning into the Countryside budget in order to fund several refurbishments within that service (as detailed above). Should the demand on the Planning Service so require, an additional temporary staffing resource would be considered. As such it was anticipated that Planning Services would outturn on target.

General Policy

The projected outturn for Policy was a favourable variance of £592k when compared to the amended budget.

It was projected that there would be a favourable variance of £1.292m relating to capital charges and given that the collection of Council Tax continues to be effective, a positive variance of £1.5m is predicted. It was also anticipated that the sum included to support recharge imbalances for capital of £300k would not be required, as full recovery from capital schemes was projected. It was proposed that £2.5m be

used to fund capital projects covering the Council's priorities. £1.65m would be transferred into the Schools Investment Strategy reserve and £850k would be transferred into the Disabled Facilities reserve to increase the funding available over the next two years for Disabled Facilities grants. Details of the schemes were contained in the Initial Capital Programme Proposals 2016/17 report.

The Cabinet approved the Budget Strategy for 2015/16 on 27th July, 2015 and, as in previous years, required all Directors to make the following provisions:

- Supplementary estimates would only increase the base budget if Council had given specific approval to this effect. Increases met by virement within a year would not be treated as committed growth.
- Directors should find the cost of increments and staff changes from their base budget unless the relevant specific approval had been given for additional funding.
- The effect of replacing grant from outside bodies that had discontinued would not be treated as committed growth. In addition, before any project or initiative that was to be met either wholly or partly by way of grant may proceed, the exit strategy must be approved.
- Certain items of unavoidable committed growth would continue and these included the effect of interest changes and the financing cost of the Capital Programme, increases in taxes, increases in levies and precepts charged by outside bodies and changes to housing benefits net expenditure.
- Services would be expected to achieve savings already approved by Cabinet as part of the 2015/16 final budget proposals and Directors were asked to continue to progress the Reshaping Service Programme.
- It is envisaged that the costs of service development will need to be met from within the respective Directorates.

Having regard to the above, it was, therefore, proposed in respect of the 2016/17 Budget Strategy that Directors be instructed to prepare initial revenue budgets for 2016/17, in accordance with a timetable agreed by the Managing Director with collaboration on the following basis:

- Capital charges, central accommodation costs and central support costs to be estimated centrally.
- Services to prepare baseline budgets on current service levels as set out in the 2015/16 final revenue budget report including detailed Cost Centre Analyses.
- Budgets to be broken down subjectively and objectively in as much detail as deemed appropriate by the Managing Director.
- Budget reports to include revised estimates for 2015/16.

- Full account to be taken of the revenue costs, other than debt charges, of new capital schemes coming into use.
- Minimum savings targets to be met initially as detailed in the 2015/16 Final Revenue Budget report. Any savings made directly by services over and above individual service targets to count towards future saving targets.
- Directors will continue to draw up Service Plans that set out the aims and objectives for the service and any possible future developments and efficiencies.
- As stated previously, it is expected that the revenue costs of service development will need to be met from within the respective services (in particular, from the savings made). As such, no revenue bids are initially to be made. However, services may still be asked to identify and prioritise any burgeoning revenue cost pressures for consideration.
- The Medium Term Financial Plan (MTFP) 2015/16 to 2018/19 is to be presented to Cabinet on 14th December, 2015, to coincide with the presentation of the Draft Corporate Plan.
- The 2015/16 Final Revenue Budget Proposals set savings targets between 2016/17 and 2017/18 of £17.822m (excluding schools). This was based on the anticipated reduction in funding from WG of 4% in 2016/17 and a further 2% in 2017/18, which was in line with the assumptions made in the latest MTFP.
- The latest Plan factored in a managed level of cost pressures, a notional increase in Council Tax of 2% each year, price inflation of 1% and annual pay awards of 1% each year from 2016/17.
- It assumed that the Minimum Funding Commitment (MFC) for schools, equivalent to 1% above the WG's block grant settlement would continue.

To ensure that the budget set for 2016/17 continued to address the priorities of Vale residents and the Council's service users, the budget setting process would incorporate in-depth, targeted engagement with a range of key stakeholders.

The engagement with residents and service users would be facilitated by Council officers and conducted in line with the corporate standards set out in the Vale of Glamorgan Council Public Engagement Framework.

Consultation with town and community councils, the voluntary sector and the Council's Local Service Board partners would also take place, in order to inform the final budget proposals.

The Council had not yet received the provisional settlement from WG. This would not be published by WG until 9th December, 2015. The Council was unable to wait until this date to commence its budget preparation for 2016/17 and therefore this

report had been based on the projections previously used as part of the Medium Term Financial Plan 2014/15 to 2017/18.

Based on the projection of a 4% reduction in funding from the WG in real terms, the Council is projected to receive £111.537m from WG as RSG and a share of the Non-Domestic Rates (NDR) of £34.845m. Together these figures constituted the Council's projected Aggregate External Finance (AEF) of £146.382m. It should be noted that a 1% change in AEF equates to around £1.5m.

At this stage, no transfers in or out of the RSG had been assumed.

As part of these initial proposals, it had been necessary to revisit the cost pressures facing services in order to build up a complete and up to date picture of the financial position of the Council and an updated list was shown in Appendix 3 to the report. These were not shown in any order of priority. A new cost pressure had been included for the introduction of the National Living Wage from 1st April, 2016, which would provide for a minimum hourly rate of £7.20 for workers aged 25 and above. There would be further pressure in future years when it continued to increase to at least £9.00 per hour by 2020. This change also had a significant effect on services the Council commissions from external organisation. The main area affected is Social Services and a cost pressure had been included to reflect this.

Details of the proposed areas for savings for 2016/17 to 2017/18 are attached at Appendix 4. The savings did not include the cost of any potential redundancies. As part of the Budget Strategy 2016/17 Directors were requested to continue to progress the Reshaping Services Programme. Detailed work on business cases was currently ongoing and they would review the potential level of savings that could actually be achieved.

A summary of the overall base budget for 2016/17 was attached at Appendix 5 to the report. This had been arrived at by adjusting the 2015/16 budget for items such as inflation and unavoidable growth, but did not include identified cost pressures or savings. These were shown as a note to the table and are further detailed in Appendices 3 and 4 respectively. Adjustments shown included the following:

Asset Rents, International Accounting Standard (IAS) 19 – Related to accounting items outside the control of services. They reflected charges to services for the use of capital assets and adjustments in respect of pensions to comply with accounting standards.

Recharges / Transfers – Related to changes in inter-service and inter-Directorate recharges. The Original Budget had been adjusted to reflect the reorganisation of Development and Visible Services. Included were transfers of functions and responsibilities between Directorates as detailed below:

Education – £113k from Development Services in respect of the Arts Development.

Managing Director and Resources – £210k from Development Services in respect of Coroner Services.

Budget Adjustment – There was a net total of £505k and relates to £600k for the reversal of one off funding previously provided to services, less the £1.105m reduction in the use of the Social Services Fund in 2016/17.

Inflation – The total figure for inflation of £1.613m related to general price increases (£1.005m) and a 1% allowance for pay awards (£608k). These figures did not include schools inflation which amounted to £649k for pay and £389k for prices.

Committed Growth – This totalled £2.557m and £477k reflected the Minimum Funding Commitment for schools, £930k related to the increase in employers' national insurance (excluding schools), £1m related to the reduction in use of the Council Fund and £150k had been allocated for capital charges.

Once the base budget for 2016/17 had been established, it must then be compared to the funding available to identify the extent of any shortfall. With a projected AEF of £146.382m and Council Tax at a current level of £59.874m, total available funding would be £206.256m. When compared to a base budget of £217.030m, this would result in a funding deficit for 2016/17 of £10.774m. This deficit was mainly attributable to a reduction in funding from WG and an increase in pay and price inflation.

If all identified cost pressures were funded, this would increase the shortfall to £18.601m. If all proposed savings were achieved, the shortfall would be reduced to £6.431m as shown in the table below.

Projected Budget Shortfall 2016/17	
	£000
Funding Available	
Projected AEF (Assumes 4% reduction)	146,382
Council Tax (Assumes no increase) *	59,874
Projected Funding Available	206,256

Base Budget	217,030
Projected Shortfall Against Base Budget	10,774
Assume all Cost Pressures Funded	7,827
Projected Shortfall with Cost Pressures funded	18,601
Assume all Savings Achieved	(12,170)
Projected Shortfall for 2016/17	6,431

* This assumed no increase in Council Tax at this stage.

This shortfall was already based on the requirement to achieve a high level of savings in 2016/17 and there is still uncertainty about the continuation of the MFC for schools beyond that date.

The above projections included an assumed pay award of 1% for 2016/17 and the impact of the National Living Wage. It also included the increase in employers' National Insurance which would take effect from April 2016. If any further changes were agreed to pay conditions, they would be assessed as part of the Final Budget Proposals report.

Further work would be undertaken by the Budget Working Group (BWG) in order to achieve a balanced budget for the final budget proposals for 2016/17. This would include a review of the use of reserves, a possible increase in Council Tax, a review of all cost pressures, possible changes to the approved saving targets, a review of the inflation assumptions and the current financial strategies. The BWG would also consider the results of the budget engagement process in determining priorities for future savings and service delivery and the impact of the revised Corporate Plan.

There would be difficulties in maintaining the quality and quantity of services in the future without exploring opportunities for collaboration and alternative forms of service delivery. The Council had already commenced a programme of reshaping and transforming services, as approved by on Cabinet on 11th August, 2014.

The BWG held a series of meetings during November. Any recommendations from this Group would be submitted so that the Cabinet could make its final budget proposals by no later than 22nd February, 2016. Before making its recommendations, the BWG would consider the comments made by Scrutiny Committees, together with the results of the budget engagement process.

The Cabinet's final budget proposals would be considered by Council on 2nd March, 2016.

In presenting the report, the Head of Finance advised that the detail of the Local Government figures for the financial settlement would be known by the Authority on 9th December 2015, therefore the draft budget had been drafted assuming a 4% reduction in funding from WG. The figures would have to be revised when the settlement from WG was known. Reference was made to the cost pressures associated with the Learning and Skills and Social Services Directorates during 2015/16, with an overspend now being predicted for Social Services in the current financial year. Some overspends would also have to be met from reserves. It was hoped that the Council would make £6.8m savings in the current year, however there were savings from previous years that had not yet been found.

Members, in commenting on the report, acknowledged that the report advised that the same level of Council Tax was being reported as currently and they sought clarification in relation to the impact of the minimum Living Wage and the two figures contained within the report. The Head of Service advised that £51,000 related to staff employed by the Local Authority and the £1.3m referred to staff employed in the independent sector within social care e.g. delivery of domiciliary care.

With regard to Appendix 2, Members were of the view that the table should include more detail as to why savings had not been progressed. Although the Leader of the Council confirmed that details were contained within the report, Members considered that the Appendix itself should outline more detail.

In referring to the level of savings that had been made elsewhere within services which had then been utilised in other parts of Directorates, the concern raised by Members was whether or not the savings outlined would be achievable. Specific reference was made to the Prosiect Gwyrdd contract which had been implemented earlier than originally planned and resulted in savings in the current financial year. These savings had then been utilised by the Directorate to fund other overspends. Members considered that in Directorates where shortfalls had been identified, officers should be asked to attend the Scrutiny Committee to provide further detail and to provide information in relation to how these shortfalls were proposed to be met. The Head of Service confirmed that discussions were being undertaken on a regular basis with Directorates as to the projections for future savings and whether they were achievable, which would be taken into account when the final budget was prepared for March.

In referring to out of county placements and provision at Ysgol Y Deri, a Member felt that the adverse variance was attributable to inaccurate budgeting as the issue should have been addressed earlier in the process. The Head of Service advised that the Department was fully aware of the children and young people who had to be supported via this provision however, there had been a reduction in the number of placements made by other Local Authorities which had resulted in reduced income for the school. The Member was concerned with this position in that, in their view, the Council should have been aware of its future projections.

The Cabinet Member for Children's Services and Schools, with permission to speak, stated that there was no inaccurate budgeting, there had been projections when the school was being built, but other Local Authorities e.g. Cardiff and Bridgend, were also involved in their own Reshaping Services Agendas and were not supporting pupils into out of county placements at Ysgol Y Deri and the income had therefore been substantially reduced. The Vale's current Reshaping Services Programme would be looking at the provision as part of the ALN service review.

In response to a further suggestion that senior officers were making different statements at different meetings, the Cabinet Member advised that, in his view, that was not the case and at previous meetings where he had been in attendance, including the recent meeting of the Scrutiny Committee (Lifelong Learning), the information provided to Committee was, in his view, the correct information and he requested that should the Member have any issues with the officers regarding reference to differing views, that his concerns be put in writing in order for the Cabinet Member to investigate.

In response to the queries, the Leader of the Council also stated that there were a number of reasons why the budget was now showing an overspend, which was not only due to out of county placements but also due to the number of children in the Vale having been assessed to require this service. In addition, the Council could not bring any Vale children in out of county placements back to the Vale because there were no vacancies at the school. The Cabinet Member further advised that assessments were undertaken on pupils each term, some may be statemented and internal review panels could also request that a child is moved to meet its needs at any time which had significant implications for the Department and the places at Ysgol Y Deri.

In referring to the references tabled at the meeting from the Scrutiny Committees (Social Care and Health) and (Lifelong Learning), as the lead Scrutiny Committee members of the Committee considered it important to obtain feedback from the Leader of the Council and the Head of Service as to the viability of such proposals.

However, the Committee did itself consider that the recommendations from each of the Scrutiny Committees were premature, as the Council did not have the full current figures regarding the settlement. Both the Head of Service and Leader of the Council agreed that as the full detail of the information on the settlement had not yet been received, it was difficult to say at this point whether the cost pressures would be met or not. The Leader advised that funding all of them would be difficult and could result in the Council either having to raise the Council Tax or reserves. The Leader stated that in an ideal the Council would fund all the cost pressures but this was not financially viable. The BWG would therefore consider all the cost pressures in detail once the Council knew what money was available.

All Members concurred that this was the best way forward as there were also other cost pressures within other Directorates that would also require consideration.

Having fully considered the report, the references and in light of the Council's budget situation, it was subsequently

RECOMMENDED –

- (1) T H A T no action be taken with regard to the recommendations from the Scrutiny Committees (Social Care and Health) and (Lifelong Learning) in view of the cost pressures facing the Council overall and as the details of the financial settlement from WG had not yet been received.
- (2) T H A T the amended budget for 2015/16 as set out at Appendix 1 to the report be noted.
- (3) T H A T the views of the Scrutiny Committee be referred to Cabinet.
- (4) T H A T the Committee notes that a sum of £1.65m has been be set aside in the Schools Investment Strategy reserve and £850k the Disabled Facilities reserve, funded by the projected underspending on revenue in 2015/16, with further details in the Initial Capital Programme proposals 2016/17 report.

Reasons for recommendations

- (1) In view of the overall cost pressures facing the Council and that the detail of the financial settlement had not yet been received.
- (2) In order that the changes to the 2015/16 budget can be incorporated.

- (3) To advise Cabinet.
- (4) To use revenue funding to carry out additional capital schemes.

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

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

Reason for decision

To note the contents of the report.

C3039 NEW DRAFT SUPPLEMENTARY PLANNING GUIDANCE – AFFORDABLE HOUSING AND PLANNING OBLIGATIONS (REF) -

The Planning Committee on 17 December, 2015 considered the above report.

Approval was sought for the new Draft Affordable Housing Supplementary Planning Guidance (SPG) which was attached at Appendix 1 to the report and new Draft Planning Obligations SPG which was attached at Appendix 2 to the report, to be submitted as evidence to the Planning Inspectorate as an examination document to the Deposit Local Development Plan (LDP). A further report would be brought to Cabinet on the status of the SPGs following the receipt of the Inspector's Report.

On 24 July, 2015 the Council formally submitted its LDP and associated supporting documents to the Planning Inspectorate for Examination in Public (E.I.P). This coincided with a 6 week public consultation on proposed Focused Changes arising from the previous Deposit LDP consultation.

In the interim period since submission of the LDP, the Council had produced a new Local Housing Market Assessment (LHMA 2015) which provided an updated picture with respect to housing across the Vale of Glamorgan. In light of the new evidence of affordable housing need, the Council had also updated the LDP affordable housing viability evidence to take account of the findings of the LHMA in respect of affordable housing tenures.

In response to the Focused Changes Consultation, the Welsh Government had submitted representations in respect of the Council's proposed changes to the LDP,

including Policy MG4, which proposed a three tier affordable housing requirement. Within the representations the Welsh Government had requested further clarification on the status of the Council's Draft Affordable Housing SPG, which the Council had referred to in the written justification of the Deposit LDP.

In order to address the Welsh Government's representation, officers wished to submit as evidence in support of the LDP the draft affordable housing SPG (attached at Appendix 1 to the report) which clarified how the Council proposed to implement the affordable housing policies set out in the LDP.

The Council benefited from an adopted SPG on Planning Obligations which assisted officers when negotiating the terms of legal agreements on these topics and in particular, the likely contributions required for new major development proposals. Since the last update in July 2012 (Cabinet meeting 23/07/12 Minute No. C1785 referred), there had been substantial changes in legislation, the Deposit Local Development Plan had been submitted to the Welsh Government and construction costs had increased. The revised Draft SPG took account of these changes and the most up to date evidence that had been used to inform both the LDP and the Draft SPG.

The Draft Planning Obligations SPG was attached at Appendix 2 to the report. The SPG was largely based on the existing SPG which provided a sound basis for seeking planning obligations and was equally applicable to the proposed LDP policies. The main changes to the Planning Obligations SPG were set out in the report.

The Head of Regeneration and Planning commented that these documents were for the inspector to consider and were not final. Should the inspector decide to amend them, they would be coming back to Cabinet for information and consideration.

The Cabinet Member for Housing, Building Maintenance and Community Safety welcomed the report and thanked Officers of the Planning and Housing department for their work on this matter, as she felt the Supplementary Planning Guidance better reflected the varied and diverse rural and urban areas of the Vale of Glamorgan.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the Draft Affordable Housing Supplementary Planning Guidance (SPG) and the Draft Planning Obligations SPG be approved for submission as evidence to the examination in public of the Council's Local Development Plan (LDP).
- (2) T H A T the changes to the S106 consultation procedure attached at Appendix 3 to the Draft Planning Obligations SPG be noted and endorsed.
- (3) T H A T a further report on any proposed changes to these SPGs be brought back to Cabinet after the Council has received the LDP Inspector's Report.
- (4) T H A T the SPGs be approved to be used as material considerations in relevant Development Management decisions with immediate effect.
- (5) T H A T the report be referred to Planning Committee for information.

Reasons for decisions

- (1) To enable the Council to provide the appointed Planning Inspector additional evidence on how the Council proposes to implement the Affordable Housing and Planning Obligations Policies set out in the Deposit Vale of Glamorgan Local Development Plan.
- (2) To reflect the recent changes in organisational structure following the creation of the Regeneration and Planning Services within the Resources Directorate.
- (3) To allow Cabinet to amend the SPGs to reflect any changes to the relevant LDP policies following the Inspector's Report in due course.
- (4) To enable the Draft SPGs to be used for Development Management purposes in the current context where the UDP is time-expired.
- (5) To inform Planning Committee of the proposals.

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The Operational Manager for Development Management presented the Cabinet report and and relevant Cabinet Minute, which was tabled at the meeting, following which a discussion took place in relation to the new Draft Supplementary Planning Guidance (SPG) on Affordable Housing and Planning Obligations.

It was confirmed that the new draft SPGs were specific to the Vale, rather than across Wales.

A Member expressed concern that the new Draft Supplementary Planning Guidance for Affordable Housing would stifle economic development and building in the Vale of Glamorgan, and would negatively impact on economic growth in the county. Concern was also expressed that they would be detrimental to small scale developments.

The Operational Manager for Development Management advised that the thresholds within the new draft Affordable Housing SPGs were not unique to the Vale and all Authorities had affordable housing policies, with thresholds being lower in rural Authorities. She commented that she did not feel the new draft SPGs would undermine planning in the Vale.

A Member expressed the view that the Vale had one of the most buoyant housing markets in Wales and the draft SPGs for Affordable Housing may well balance up the housing demand in the county. Furthermore, there was a severe housing shortage in the Vale and there was a need for affordable housing which the draft SPGs might address. Another Member stated that the authority would need to monitor the SPGs on Affordable Housing to ensure there was no negative impact, however was aware that they were reviewed as a matter of course.

A Member expressed the view that they would like to see further evidence in relation to the thresholds for affordable housing in the draft SPGs and required information on what other Welsh Authorities were doing in regard to affordable housing thresholds.

Following consideration of the decisions of Cabinet, it was

RESOLVED - T H A T the new draft SPGs for Affordable Housing be referred back to Cabinet for further consideration, with further information being provided in relation to affordable housing thresholds with particular regard to what other Welsh Councils' policies are on Affordable Housing thresholds and that Planning Committee be informed of the decision of Cabinet in due course.

Reason for decision

To address concerns expressed by the Planning Committee in relation to the new draft SPGs on Affordable Housing.

In consideration of this item from the Planning Committee, the Deputy Leader reported that the Scrutiny Committee (Economy and Environment) on 5 January, 2015 had also considered a Call-in on this item and that the Scrutiny Committee accepted the Cabinet's previous decision.

He further commented that a supplementary report was tabled at the Scrutiny Committee (Economy and Environment) meeting that outlined what other Welsh Councils' policies were on Affordable Housing thresholds and this was presented to Cabinet at the meeting for their information.

This was a matter for Executive decision

Cabinet, having considered the recommendation of the Planning Committee

RESOLVED – T H A T the contents of the report be noted and Cabinet reaffirms their previous decision taken on 14 December, 2015 (Cabinet Minute No C3022 referred).

Reason for decision

To note the contents of the report and reaffirm cabinets original decision on the matter.

C3040 CABINET FORWARD WORK PROGRAMME – JANUARY TO APRIL 2016 (L) (SCRUTINY COMMITTEE – ALL) -

Cabinet presented its Forward Work Programme for the period January to April 2016.

In accordance with the provisions of the Local Government Act 2000 and the Council's Constitution, the Cabinet Forward Work Programme attached at Appendix (A), set out matters which the Executive and Full Council were likely to consider during January to April 2016.

This was a matter for Executive decision

RESOLVED – T H A T the Cabinet Forward Work Programme for the period January to April 2016 be agreed.

Reason for decision

To comply with the requirements of the Local Government Act 2000, subordinate legislation and the Council's Constitution.

C3041 CODE OF CONDUCT PROTOCOL (L) (SCRUTINY COMMITTEE – CORPORATE RESOURCES) -

Approval was sought for the proposed Protocol, documentation and associated procedures to be adopted to support the application and administration of the Council's Code of Conduct.

In 2001 the Welsh Government introduced a Code of Conduct in respect of "qualifying employees" in Welsh Unitary Councils. The Code of Conduct for "qualifying employees" continued to apply in the Vale of Glamorgan Council. The Code of Conduct could be found in Section 20 of the Council's Constitution, a copy of which was attached at Appendix A to the report.

A previous review by Internal Audit and subsequent report recommended that a comprehensive review of the existing guidance and registration arrangements be conducted in relation to the Code of Conduct within the Council. In this context, consideration was given to the Welsh Government draft Model Welsh Constitution (published May 2013) in particular to Section 20 (page 170 onwards) within the document which provided an alternative form of wording to that of the Council's published Code of Conduct for Employees.

The Corporate Management Team recently confirmed that the alternative Welsh Government draft Code (as referenced above) should be used as a framework to form the basis of a Protocol to support the Council's published Code of Conduct as set out in Appendix A to the report. The focus of the Protocol would be to provide additional explanation and guidance to assist workers and managers to determine whether their circumstances would "fall within or outside" the remit of the requirements of the Code of Conduct in the Council.

In recognition of the above the Corporate Management Team agreed the draft Protocol attached at Appendix B to the report be subject to the implementation of a corporate process to administer the recording of all applications/notifications, the determination, registration as well as a means to facilitate a periodic review of the register(s) through a structured corporate process and the provision of a central database. This work had been concluded and a flow process for the administration of

applications/notifications within scope of the Code of Conduct had been developed using the Council's TRIM and associated internal ICT systems.

The draft Code of Conduct Protocol attached at Appendix B to the report included within its content "links" to all appropriate internal policies and procedures and in particular to the Council's Whistleblowing Policy to provide a comprehensive "library" of what was expected of a "qualifying employee" along with the means to enable an employee to raise any concerns.

The new draft Protocol also provided additional advice and guidance to assist workers and their line managers to identify whether the worker's individual circumstances may or may not fall within scope of the Code of Conduct. The Protocol also included template letters which workers were required to complete to enable their application/notification/disclosure to be determined and recorded under the provisions of Code of Conduct where it was considered that the worker's individual circumstances fell within the scope of the Code.

At the meeting and for clarity the Deputy Leader highlighted that the Code of Conduct was only for Qualifying Employees of the Council.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the attached draft Code of Conduct Protocol for Qualifying Employees of the Council attached at Appendix B to the report be approved and circulated throughout the Council as soon as practicable.
- (2) T H A T the additional documentation and information appended to the Protocol in relation to the application/notification, determination, registration, reporting and flow process arrangements to support the administration of the Council's statutory Code of Conduct be approved.
- (3) T H A T delegated authority be granted to the Head of Human Resources in consultation with the Leader, the Head of Finance and the Head of Legal Services to administer any necessary future changes to the Protocol.

Reasons for decisions

- (1) To provide an effective framework for workers to apply/notify the Council of their individual circumstances in relation to their employment.
- (2) In order for the Council to implement and maintain supporting guidance, necessary registration and reporting arrangements to enable workers to apply/advise of their individual circumstances and to obtain a formal response of the decision of the Council.
- (3) To maintain the integrity and the effective application of the Protocol to support the objectives of the Council's Code of Conduct.

C3042 INTERNAL AND EXTERNAL REFURBISHMENT WORKS TO BARRY COMPREHENSIVE SCHOOL, PORT ROAD WEST, BARRY, TO SUPPORT IMPLEMENTATION OF THE SCHOOLS POST INSPECTION ACTION PLAN (CSS) (SCRUTINY COMMITTEE – LIFELONG LEARNING) -

Members were updated on the proposed refurbishment works to Barry Comprehensive School and approval was sought to include the sum of £900,000 in the Capital Programme to fund these works.

Cabinet on 5 October, 2015, considered a report on the "Proposal to Transform Secondary Education in Barry" (minute C2931 referred) and resolved to progress recommendation 4 "That the development of a programme of work for Barry Comprehensive School be authorised to enable improvements to be made to the learning environment in the short term and that a further report on the proposed programme and estimated funding requirements be presented to Cabinet for further consideration in due course". Subsequently, site visits and consultation with the Directorate of Learning and Skills and the senior leadership team at the school highlighted a number of deficiencies which negatively impacted on the learning environment at the school.

Consultation had taken place with the school on the recommendations for the site, together with discussions on what was, and was not, possible to carry out within a live school building. Cabinet was requested to consider and approve the list of scheduled works attached at Appendix A to the report that would be funded through the capital programme.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the contents of the report be noted.
- (2) T H A T the inclusion of £210,000 into the 2015/16 Capital Programme and £690,000 into the 2016/17 Capital Programme, funded from the School Investment Reserve be approved.
- (3) T H A T delegated authority be granted to the Managing Director, in consultation with the Leader and Cabinet Member for Children's Services and Schools, to award the contract for these works, provided the works and ancillary costs were within the approved budget.
- (4) T H A T subject to resolution 3 above, delegated authority be granted to the Head of Legal Services to execute the relevant contract.

Reasons for decisions

- (1) To ensure Cabinet was provided with the necessary information regarding the proposed works at Barry Comprehensive School.
- (2) To amend the 2015/16 and future year's Capital Programme.
- (3&4) To allow the contract to be awarded and entered into without seeking further Cabinet approval.

C3043 TOURISM AND COMMERCIAL OPPORTUNITIES AT COUNTRYSIDE SERVICE SITES (R) (SCRUTINY COMMITTEE – ECONOMY AND ENVIRONMENT) -

Approval was sought to agree the proposed changes to charges levied at Cosmeston Lakes Country Park & Medieval Village, Porthkerry Country Park and the Glamorgan Heritage Coast Centre.

The report also recommended that tenders be invited from potential commercial partners in order to create new tourism and commercial opportunities at Porthkerry Country Park, Cosmeston Lakes Country Park & Medieval Village and to investigate tourism opportunities at Leckwith Woods.

The Countryside Service had recently undergone a restructure, facilitating more integrated working across all sites, including Public Rights of Way maintenance. The restructure led to substantial savings, in excess of targets, which had released funding to allow the creation of a new Commercial Opportunities Officer post on a two year contract.

The post holder was currently working with the private sector to investigate sustainable and feasible options to facilitate new tourism and leisure activities, primarily at Country Parks, such as: water based leisure activities, high ropes, zip wire courses, climbing walls, archery, cycling, field sports, environmental education, tourism based events, weddings, fayres, other innovative activities and retail opportunities.

Countryside sites within the Vale of Glamorgan were seen as destination venues for both residents and tourists and were pivotal in attracting tourists and vital to the local economy, however they constantly needed to adapt to the needs of users. The development of new sustainable activities/attractions would improve the offer to users and encourage greater footfall and would have a direct impact on the future development of the Vale of Glamorgan as a destination venue, which would benefit the local economy and leisure industry.

Appendix B attached to the report outlined proposed changes to Cosmeston Lakes Country Park. In some cases charges remained unchanged, in others they increased by more than the rate of inflation. This reflected the true value of the unique facility, and a need to recover a larger proportion of costs incurred to achieve overall savings.

With regard to Cosmeston Medieval Village; income had grown, especially in respect of filming activities, which had been a target area for growth. There were currently a number of interested parties negotiating the use of the site for 2016/17. This had been despite a considerable increase in filming charges, suggesting that the facility has considerable value as a location resource. Hence the proposal to further increase fees, but with the flexibility to negotiate to ensure a balance was achieved. The new proposed charges were outlined in Appendix A attached to the report.

Appendix C attached to the report outlined proposed charges for Porthkerry Country Park. Charges were similar to Cosmeston. One new charge being proposed was to hire the office space within Nightingale Cottage. The cottage had been renovated as a Rangers office/tourism hub and presented an opportunity to utilise space to generate extra income.

Car park charges were not proposed to be increased in the year. Currently, car parking was only charged in peak season on weekends/bank holidays, to raise sufficient income to cover traffic management.

Proposed charges for the Glamorgan Heritage Coast project were outlined in Appendix D, attached to the report and were largely unchanged but with a few additions.

After presenting this item, the Cabinet Member for Regeneration commented that she was pleased to present this report as a great deal of work had been undertaken on this matter over the last couple of years. She commented that this was a vital report as Countryside service sites were not statutory, and therefore it was important to look at commercial opportunities as these were required to secure the future of these sites.

The Cabinet Member for Visible and Leisure Services agreed with his colleague stating that this was a really good report that would help progress this matter, ensuring that many events would happen at these sites in the future.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the charges detailed in Appendices A - Cosmeston Lakes, B - Cosmeston Medieval Village, C - Porthkerry Country Park and D - Glamorgan Heritage Coast attached to the report for implementation in April 2016 be agreed.
- (2) T H A T the charges be the maximum, with the Operational Manager for Regeneration being granted delegated authority to vary the charges for promotional purposes.
- (3) T H A T the Council seeks invitations to tender to develop tourism and commercial opportunities at Country Parks and the Medieval Village from third party organisations.

- (4) T H A T the Head of Regeneration and Planning be granted delegated powers, in consultation with the Managing Director and Cabinet Member for Regeneration, to agree fees/charges, terms and conditions for new commercial (leisure, tourism and retail) activities in respect of the Country Parks and Medieval Village and to authorise the Head of Legal Services to enter into the appropriate legal agreements on behalf of the Council in this regard.
- (5) T H A T officers investigate tourism and commercial opportunities with regard to Leckwith Woods and report further to Cabinet.

Reasons for decisions

- (1) To reflect costs, opportunities and market conditions and secure income to support the costs of running Countryside facilities.
- (2) To allow prices to be used as a marketing tool.
- (3) To allow commercial arrangements to be identified.
- (4) To allow new activities to take place.
- (5) To promote opportunities for sustainable tourism and realise income opportunities.

C3044 HOLTON ROAD, BARRY – TUESDAY WEEKLY MARKET (R) (SCRUTINY COMMITTEE – ECONOMY AND ENVIRONMENT) -

Cabinet was informed of the expiry of the Licence for Barry Town Center market and approval was sought to for an initial extension of the current Licence and further to retender the Licence from 3 years from the first of June 2016.

A weekly market had operated in Barry town centre since 1994. Its origins stemmed from a need to increase town centre footfall at a time when multiple and independent retailers were struggling to attract visitors and shoppers.

A consultation exercise was conducted in October 2014 that sought the opinions of the traders on Holton Road. The majority of those who responded were supportive of the Tuesday market and recognised that it had its place in the town centre and it helped to increase footfall and spend.

M&B Markets was the current market operator and had held a Licence since 1 October 2010. Initially this was for a period of 4 years but it was extended until 30 April 2015 and again until 31 January 2016. Extensions were granted to monitor timescales and work around potential public realm improvement works.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the current position be noted.
- (2) T H A T a 4 month extension be granted to the current Barry Town Centre Tuesday market operator Licence from 1 February until 31 May, 2016.
- (3) T H A T the Head of Regeneration and Planning be granted delegated authority to re-tender the Licence for a Tuesday weekly market in Barry Town Centre from 1 June, 2016 until 31 May, 2019.
- (4) T H A T the Head of Finance be granted delegated authority to negotiate terms with the successful bidder, in consultation with the Head of Regeneration and Planning and Cabinet Member for Regeneration and Leader.
- (5) T H A T the Head of Legal Services be granted delegated authority to enter into an appropriate agreement with the successful bidder.

Reasons for decisions

- (1) To note the current Position.
- (2) To maintain continuity during re-tender.
- (3) To extend the provision to maintain high levels of footfall and increased retail offer in Barry Town Centre.
- (4) In order to expedite resolution 3 above.
- (5) To authorise the execution of the relevant agreement.

C3045 DISPOSAL OF SMALL PARCELS OF HOUSING OWNED LAND (HBMCS) (SCRUTINY COMMITTEE – HOUSING AND PUBLIC PROTECTION) -

Approval was sought to declare surplus and dispose of 11 small parcels of non-operational housing land (suitable for use incidental to the enjoyment of an adjacent dwelling house only). The parcels of land were identified in Appendix 1 attached to the report.

The Council owned small parcels of land which bordered existing, privately owned properties that were not suitable for development but were a financial burden on the Council due to their maintenance and security costs. In many cases these properties were previously Council owned and had now been purchased by the previous or current owners under the Right to Buy Scheme.

Permission was now sought to dispose of this non-operational Housing owned land, to be used as additional garden space by purchasers. Disposing of the land would generate a receipt for the Council and remove ongoing maintenance costs associated with retaining the land.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the parcels of Housing land, identified in Appendix 1 attached to the report, be declared surplus to Council requirements.
- (2) T H A T the Head of Finance be granted delegated authority to dispose of the parcels of land by the most appropriate means and on terms and conditions to be agreed, following consultation with the Director of Environment and Housing Services, the Leader and Cabinet Member for Housing, Building Maintenance and Community Safety.
- (3) T H A T the Head of Legal Services be authorised to prepare, complete and execute the required legal documentation in order to formalise the disposal in accordance with Consent E 4.1 of the General Consents for the Disposal of Houses and Land 1994, where the land has been declared surplus to requirements.

Reasons for decisions

- (1) To comply with the Council's Constitution.
- (2) To ensure the Council obtains best consideration for the land in accordance with its statutory and fiduciary obligations.
- (3) To formalise the disposal of the land in accordance with statutory provisions.

**C3046 AWARD OF WORKS CONTRACT – BARRY HARBOUR ROAD
CAUSEWAY PHASE 3 (VLS) (SCRUTINY COMMITTEE – ECONOMY AND
ENVIRONMENT) -**

Cabinet was advised regarding the procurement exercise undertaken in respect of the Barry Harbour Road Causeway and to appoint a main contractor in respect of the Phase 3 works related to the construction of a shared walking and cycleway scheme that linked the Barry Harbour Road Causeway to the Old Harbour car park and to include upgrade works to the revetment along the route.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED – T H A T the contents of the report be noted and the matter be considered alongside the Part II report later on the agenda.

Reasons for decisions

To consider the report alongside the Part II Report.

C3047 MATTER WHICH THE CHAIRMAN HAD DECIDED WAS URGENT

RESOLVED - T H A T the following matter, which the Chairman had decided was urgent for the reason given beneath the minute heading be considered.

C3048 ACTIVE TRAVEL - EXISTING ROUTE MAPS – RESULTS OF CONSULTATION (R) (SCRUTINY COMMITTEE – ECONOMY AND ENVIRONMENT) -

Matter Which The Chairman Has Decided Was Urgent By Reason Of The Need To Analyse And Report The Result Of The Consultation Process Before 22 January, 2016

Cabinet was advised of the results of the public consultation on the draft existing route maps, to comply with the Council's Active Travel (Wales) Act 2013 (the Act) duties, and approval was sought for a set of Existing Route Maps to present to Welsh Government (WG) in order that the Council meets its statutory duties.

On 21 September, 2015 a report was presented to Cabinet to advise on the process that the Council was required to follow in order to comply with the Active Travel (Wales) Act 2013 (Cabinet Minute C2915 refers).

The deadline for submission to WG of the final existing route maps by 22 January, 2016.

In line with WG requirements, the extensive 12 week consultation process closed on 18 December, 2015.

The Council's Scrutiny Committee (Economy and Environment), Community Liaison Committee and Youth Cabinet were consulted as part of the formal consultation process along with all those who expressed an interest in transport and Active Travel issues as part of the Local Development Plan process. All known protected groups, all Town and Community Councils, all schools, the Local Service Board and the Health Board were all formally invited to respond. The consultation was promoted in the local free newspapers, available on the Council's web site, and at all libraries and Council Offices. There was also a workshop for Council staff from all Departments to consider the full duties placed upon the Council along with the benefits of Active Travel to their service areas. In addition, Sustrans promoted the consultation in local schools as part of their role in Active Travel.

The Council received 147 responses to the consultation. An evaluation of the responses received could be attached at Appendix A to the report.

As a result of the consultation process and having considered in detail all of the comments made, it was proposed to present the current existing route maps to WG and to consider any routes raised as part of the consultation, and that are not

currently within the existing route maps, as part of the next stage in the process (integrated network maps).

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the proposed responses to the consultation as attached at Appendix A to the report be approved.
- (2) T H A T the final existing route maps as attached at Appendix B to the report be endorsed.
- (3) T H A T the existing route maps be submitted to Welsh Government for approval by the closing date of 22 January, 2016 in accordance with the Welsh Government's statutory guidance.
- (4) T H A T the 'Local Transport Fund Grant' from Welsh Government for 2016/17 for the sum of £9,000, be accepted to enable further works to be completed to deliver the integrated network maps by September 2017.

Reasons for decisions

- (1) To allow Cabinet to consider the responses received as part of the consultation process.
- (2) To ensure the Council had existing route maps for active travel as required by law.
- (3) To allow the Council to fulfil its legal obligations within the specified timescale.
- (4) To enable the funding to be accepted and utilised to deliver the works required.

C3049 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.

C3050 AWARD OF WORKS CONTRACT – BARRY HARBOUR ROAD CAUSEWAY PHASE 3 (VLS) (EXEMPT INFORMATION – PARAGRAPH 14) (SCRUTINY – ECONOMY AND ENVIRONMENT)

Cabinet was advised regarding the procurement exercise undertaken in respect of the Barry Harbour Road Causeway and to appoint a main contractor in respect of the Phase 3 works related to the construction of a shared walking and cycleway scheme that linked the Barry Harbour Road Causeway to the Old Harbour car park and to include upgrade works to the revetment along the route.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the tender from J. Mc Carthy Contractors, be accepted as the most economically advantageous tender submitted, and an appropriate works contract be entered into.
- (2) T H A T delegated authority be granted to the Head of Legal Services, in consultation with the Cabinet Member for Visible and Leisure Services and the Director of Environment and Housing Services, to prepare and execute a works contract with J. Mc Carthy Contractors.
- (3) T H A T in respect of resolutions 1 and 2 above, the use of article 14.14 of the Council's Constitution (urgent decision procedure) be authorised to enable the scheme to be progressed.

Reasons for decisions

- (1) In order to comply with the Council's Contract Standing Orders requiring contracts with a value of over £300,000 to be agreed by Cabinet.
- (2) To provide for appropriate authority for the Head of Legal Services to prepare and execute the necessary contract on the Council's behalf.
- (3) To enable the contract arrangements to be finalised and for works to start on site.