

CABINET

Minutes of a meeting held on 25 April, 2016.

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

C3145 MINUTES –

RESOLVED – T H A T the minutes of the meeting held on 11 April, 2016 be approved as a correct record.

C3146 DECLARATIONS OF INTEREST –

The following declarations of interest were received:

Councillor S Egan	<p>Agenda Item 13 – Individual School Progress Panels</p> <p>Reason for Declaration –</p> <p>A Local Education Authority (LEA) appointed Governor at High Street Primary 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> <p>Agenda Item 14 – Education Asset Renewal Building Programme 2016/17</p> <p>Reason for Declaration –</p> <p>A Local Education Authority (LEA) appointed Governor at High Street Primary 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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Councillor C Elmore	<p>Agenda Item 13 – Individual School Progress Panels</p> <p>Reason for Declaration –</p> <p>A Local Education Authority (LEA) appointed Governor at Holton Primary 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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C3147 IMPROVEMENT PLAN PART 1 (IMPROVEMENT OBJECTIVES 2016/17) (REF) -

The Scrutiny Committee (Social Care and Health) on 11 April, 2016 considered the above report of the Director of Social Services.

The Corporate Plan was a key means of the Council complying with the Local Government Measure 2009, which required the Council to set improvement objectives annually and to demonstrate continuous improvement.

The Corporate Plan 2016-2020 was approved by Cabinet on 22nd February, 2016 and by Council on 2nd March, 2016 following extensive consultation with key stakeholders and partners. The Plan set out the Council's priorities for the next four years as well as its vision, values and wellbeing objectives. Work had been undertaken to ensure that these plans were aligned and reflected the priorities for the Vale of Glamorgan Council. These outcomes would also be reflected in service plans for 2016/17.

The proposed improvement objectives and associated actions 2016/17 reflected the four wellbeing outcomes in the Corporate Plan, ensuring that the Council was focusing on the areas in need of the most improvement.

Five improvement objectives had been proposed for 2016/17, which were as follows:

- Objective 1 (reducing poverty and social exclusion)
- Objective 2 (promoting regeneration, economic growth and employment)
- Objective 3 (raising overall standards of achievement)
- Objective 4 (encouraging and promoting active and healthy lifestyles)

- Objective 5 (deliver the Council's transformational programme, "Reshaping Services", to meet the future needs of citizens of the Vale of Glamorgan, within the context of unprecedented financial challenges).

The five objectives comprised the following:

- Proposals for two new objectives which related to Objective 1 (reducing poverty and social exclusion) and Objective 4 (encouraging and promoting active and healthy lifestyles).
- Two amendments to existing objectives were proposed which related to Objective 2 (promoting regeneration, economic growth and employment) and Objective 3 (raising overall standards of achievement). Extending the area of focus for the Council in 2016/17 would bring these in line with the broader objectives as outlined in the Corporate Plan 2016-20.
- It was also proposed that one current objective be carried forward into 2016/17 to reflect the continued focus on Reshaping Services to meet future needs of all Vale citizens (Objective 5).

Objective 4 applied specifically to this Committee, however, the work of the Committee would also contribute towards Objectives 1, 3 and 5. Appendix 1 to the report outlined proposed objectives for 2016/17 and provided a rationale for each objective. The measures to be undertaken to make a difference were identified, including a sponsoring Director with responsibility for ensuring the achievement of key outcomes.

A Committee Member commented that this represented a new way of working for the Committee, particularly in relation to public health issues. With regard to the new suite of performance indicators that had been identified for the purpose of monitoring, the Member alluded to the amount of work previously undertaken by the Committee to ensure that measures were relevant. He went on to state that it would be his preference if performance was compared on the basis of the top quartile in Wales as opposed to the Welsh Average. He mentioned that some of the data provided was not current and so he considered that to date there was a lack of information which would make it difficult to set performance targets. He also had some reservations because some of the indicators were not fully outcome based.

The Chairman agreed with the comments made by the Member and he highlighted that even Welsh Average figures were currently not available.

In response to these comments, the Director of Social Services stated that there were some inevitable tensions between the need to make quick progress with the

new approach in readiness for the new performance year and the fact that the Council was trying to adopt a new objective where work was needed to define how this would be measured. Even where measures had been proposed, there were data gaps. In his opinion, it would be helpful to have further dialogue with local Public Health officials. With their help, the Directorate may be able to design some very relevant indicators to which the Council was able to contribute. This would be in keeping with the Population Needs Assessment which was being undertaken by the new Regional Partnership Board in the new financial year as part of its responsibilities under the Social Services and Wellbeing Act and which Public Health had been asked to take a key role. Given the process for approving the Improvement Objectives, there was still an opportunity to refine how the Council would monitor progress.

RECOMMENDED – T H A T Cabinet be informed that the Scrutiny Committee, at this stage, does not endorse the proposed Improvement Objective 4 for 2016/17.

Reason for recommendation

Due to concerns about the proposed performance indicators for use in measuring how progress to achieve Objective 4 will be monitored.

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At the meeting, the Director of Social Services commented that the Scrutiny Committee (Social Care and Health) appeared to be satisfied with the overall approach to Objective 4 but they were concerned about potential difficulties in ensuring that there was sufficient quantitative data available for them to scrutinise effectively if the Council was making progress in this area.

He further commented that it would be helpful to cooperate closely with Public Health Wales as they had already been collecting data related to the relevant Improvement Objective.

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

RESOLVED – T H A T the contents of the report be noted and the comments from the Scrutiny Committee (Social Care and Health) be considered alongside the report to be discussed later on the agenda.

Reason for decision

To note the contents of the report and to consider the comments from the Scrutiny Committee (Social Care and Health) when discussing item 7 later on the agenda.

C3148 IMPROVEMENT PLAN PART 1 (IMPROVEMENT OBJECTIVES 2016/17) (REF) -

The Scrutiny Committee (Housing and Public Protection) on 13 April, 2016 considered the above report.

Committee received a report which sought endorsement of proposed Improvement Objectives for 2016/17.

The Corporate Plan 2016-2020 was approved by Cabinet on 22nd February, 2016 and by Council on 2nd March, 2016 following extensive consultation with key stakeholders and partners. The Plan set the Council's priorities for the next four years as well as its vision, values and wellbeing objectives. Work had been undertaken to ensure that these plans were aligned and reflected the priorities for the Vale of Glamorgan. These objectives were also reflected in service plans for 2016/17.

The proposed Improvement Objectives and associated actions for 2016/17 reflected the four wellbeing outcomes in the Corporate Plan, ensuring that the Council was focussing on the areas in need of the most improvement.

The annual Corporate Self-Assessment, had also informed Improvement Objectives for the same period along with the Council's Risk Register, consultation on the Corporate Plan priorities for 2016-20, current regulatory assessments and progress re existing Improvement Objectives for 2015/16.

Five Improvement Objectives were proposed for 2016/17 as follows:

- Objective 1 (Reducing Poverty and Social Exclusion)
- Objective 2 (Promoting Regeneration, Informing Growth and Employment)
- Objective 3 (Raising Overall Standards of Achievement)
- Objective 4 (Encouraging and Promoting Active and Healthy Lifestyles)
- Objective 5 (Deliver the Council's Transformational Programme, 'Reshaping Services' to Meet the Future Needs of Citizens of the Vale of Glamorgan, Within the Context of Unprecedented Financial Challenges).

The five Objectives comprised:

- Proposals for two new objectives which related to Objective 1 (Reducing Poverty and Social Exclusion) and Objective 4 (Encouraging and Promoting Active and Healthy Lifestyles).
- Two amendments to existing objectives were proposed which related to Objective 2 (Promoting Regeneration, Economic Growth and Employment) and Objective 3 (Raising Overall Standards of Achievement). Extending the area of focus for the Council in 2016/17 brought these in line with the broader objectives outlined in the Corporate Plan 2016-20.
- It was also proposed that one current objective be carried forward into 2016/17 to reflect the continued focus on Reshaping Services to meet future needs of all Vale citizens (Objective 5).

None of the objectives applied specifically to this Committee although the work of the Committee contributed towards Objectives 1, 2, 4 and 5.

Appendix 1 to the report outlined the proposed objectives for 2016/17 and provided a rationale for each Objective.

It was a requirement that the Improvement Objectives and the proposed Objectives be published on the Council's Website from March 2016, inviting comments from the public. Scrutiny Committees were also consulted as would the other key stakeholders including the Local Service Board, Town and Community Councils, voluntary sector organisations and local businesses. Proposals would be made to Cabinet based on the findings from the consultation.

Challenging targets had been set against all measures for improvement reflecting the Council's commitment to continuously improve the services it provides to citizens of the Vale. At the same time, the Council was also mindful of significant financial and service demand pressures over the coming year and key targets and milestones for proposed Improvement Objectives had been set within this context. This meant that in some areas for example, it would be an achievement to maintain existing levels of service performance whilst absorbing reductions in funding, managing increasing service demand or both. Such issues would be taken into account during internal challenge of proposed Improvement Objectives and targets.

Improvement Objectives would be revised to reflect relevant Cabinet amendments and would be considered by Council on 27th April, 2016.

Having considered the contents of the report and the Improvement Objectives 2016/17, the general consensus was expressed that Committee found the outcomes to be good. Concern was expressed however, that the intended outcomes and the planned actions were inadequate and bore no resemblance to each other.

The outcomes, actions and measures were in separate lists that were not linked. It was felt that each action must have the relevant actions linked to it, and the progress measures should be specifically linked to the outcome or the action that they measure.

A Member expressed the view that nothing could be done until baselines had been established. Furthermore, the information contained in the Improvement Plan had left the Councillor baffled - it was important that the information be concise and clear.

Having considered the report it was

RECOMMENDED - T H A T the proposed Improvement Objectives for 2016/17 be endorsed and that Cabinet be informed of the view of the Committee that each Improvement Objective must be linked to its outcomes and actions.

Reason for recommendation

To ensure the Council identified key annual improvement priorities for 2016/17 in line with requirements of the Local Government (Wales) Measure 2009.

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

RESOLVED – T H A T the contents of the report be noted and the comments from the Scrutiny Committee (Housing and Public Protection) be considered alongside the report to be discussed later on the agenda.

Reason for decision

To note the contents of the report and to consider the comments from the Scrutiny Committee (Social Care and Health) when discussing item 7 later on the agenda.

C3149 BARRY ISLAND BEACH HUTS (REF) -

The Scrutiny Committee (Economy and Environment) on 12 April, 2016 considered the above report of the Cabinet Member for Visible and Leisure Services.

Councillor G. John, Cabinet Member for Visible Services and Leisure, in presenting the report, advised that the report had been agreed at the Cabinet meeting on 11th April, 2016 and referred to the Scrutiny Committee for consideration as outlined in the recommendations within the report. He did however point out the error that was contained within the report referring to paragraph 4 and that the current concessions would continue until 31st April but should have read 30th April 2016.

The purpose of the report was to consider a new rental policy for the operation and management of the beach huts at Barry Island, with the request that the Committee consider the issues and refer any comments to Cabinet.

The Scrutiny Committee had considered a report at its meeting on 8th March, 2016 with extensive discussion taking place on the subject. The Committee recommended that Cabinet further explore Options 1, 2 and 3 as outlined within paragraphs 11, 12 and 13 of that report and further recommended that a more flexible approach be afforded to officers in dealing with matters within the Barry Island Beach Huts Rental Policy. The Committee also agreed that Option 4 – the concession proposal as outlined at paragraph 15 of that report, be not pursued at this time. Together with the minutes of the meeting, the recommendations were subsequently referred to Cabinet for their consideration in order that a further report could be prepared having regard to the suggestions of the Scrutiny Committee contained therein.

The views of the Scrutiny Committee were subsequently considered by Cabinet at its meeting on 14th March with Cabinet resolving that Option 4 (the concession proposal) be not pursued at this time, that the current concessions continue until 30th April, 2016, with new concessions scheduled to commence on 1st May, 2016 and that a further report be presented to Cabinet on 11th April 2016 to consider the management of the Barry Island beach huts.

The current report which had been approved by Cabinet on 11th April for consideration by the Committee suggested options for the introduction of a new Barry Island Beach Huts Rental Policy, taking into account the learning to date and the views previously expressed by Cabinet and the Scrutiny Committee.

The Head of Service for Visible Services and Transport, in presenting the report, commenced by advising that in terms of fees, it was being suggested that these

could be reduced by 50% to help stimulate demand, with the following charges for daily use being as follows:

Peak		Off Peak	
Small Hut	£10	Small Hut	£5
Large Hut	£20	Large Hut	£10

Officers had undertaken research into the costs of beach huts across the UK and daily rates (peak) ranging from £18 - £35 / day and (off peak) £4 - £25 / day had been noted. However, what was clear was that the charge rate very much related to the demand for huts in a particular location balanced against a value that the majority of visitors to that location are able to pay. It was suggested therefore that prices be significantly lowered for the 2016/17 and possibly the 2017/18 periods to allow the users of the Council's huts to find this balance.

It was proposed that up to six of the smaller huts and six of the larger huts be offered for longer term rent on an annual basis. This it was stated would help to ensure some use of the huts out of season and would also guarantee full year bookings for 12 huts.

The suggested charges for annual bookings were as follows:

Period 1st April to 31st March

Large Beach Hut @ £500 (inclusive of VAT)

Small Beach Hut @ £350 (inclusive of VAT).

For this first year, the annual tickets would commence from 1st June, 2016 and end on 31st March, 2017 (ten months) with pro rata rates as follows:

Large Beach Hut @ £500 / 12 x 10 = £416

Small Beach Hut @ £350 / 12 x 10 = £291.

Also, for this first year only, it was suggested that an "annual ticket" could be purchased at any time up until 1st March, 2017. The rates for the ticket would be calculated on a monthly pro rata basis as indicated above. From 2017 the annual tickets would go on sale on 1st February, 2017 for existing annual ticket holders before going on general sale from 1st March, 2017 for one month.

It was also suggested that in order to further promote the annual ticket option the user be given one free car parking pass for use at Barry Island for the full year. The

pass would relate to a specific index number of vehicle and would be non transferrable.

At previous Scrutiny meetings concern had been expressed in relation to the absence of flexibility in the letting arrangements, the ability of schools or other organisations to book huts at a lower or no cost rate and the possible use of the huts for commercial and / or promotional purposes, with it being proposed that for the forthcoming season any unallocated beach huts could be put to use by the Council's tourism section for tourism and regeneration purposes. It was considered important that added benefit was obtained from the huts as well as providing the tourism section with the necessary flexibility to accommodate a range of complimentary alternative uses.

It was suggested that the public / domestic policy arrangements be extended to cover bookings by schools on a trial basis for the 2016/17 period. The new rates were now much more affordable and there was likely to be a demand from schools for use of the huts during term time for educational purposes. This would however need to be kept under review to ensure that any schools' use did not conflict with the general public / domestic use of the huts which remained their primary purpose.

Turning to the accessibility of bookings in future, it was proposed that subject to a consideration of the issues by the Scrutiny Committee, delegated authority could be given to the Director of Environment and Housing to appoint a local nearby business to hold the beach hut keys for the daily bookings and to take both cash and card payments. This could offer a marketing opportunity for the business concerned as their role in the booking process would be widely advertised. It was expected that there would be businesses interested in providing this service free of charge and it was therefore being further suggested that the choice of a suitable business be a matter for the Director to determine. The chosen business would however, have no role in managing the beach huts units, they would purely administer the spot booking and "take in" and "give out" keys, checking those who wished to collect keys against the records on the Council's electronic booking system.

In addition to this method of booking, bookings would be able to be made via Contact One Vale, C1V over the telephone, online via the Council's website or via an App which was shortly to be launched. For this season, the availability of beach huts would be shown via the website which would hopefully also encourage a greater number of bookings.

The new Barry Island Beach Huts Rental Policy had therefore been drafted having taken into account the proposed changes and was detailed at Appendix B to the

report. The Head of Service stated that it was clearly important to note that assumptions had had to be made in devising a new policy, and that the policy had been informed by the learning to date and the views expressed by Elected Members. It was accepted that the Rental Policy was likely to take a number of years before it was fully refined and that in any event such a policy would always have to be kept under review. It was further intended that users of the huts would be consulted on all aspects of the beach huts offer, including the new policy so that when the policy was reviewed at the end of the 2016/17 summer season, there would be both quantitative and qualitative information available to better inform the management and rental processes. Appendix A to the report also provided a series of potential usage and financial projections.

Members expressed their appreciation that their views had been taken on board in drawing up the report and the rental policy. However following discussion of the documents a Member raised concern in relation to potential issues of antisocial behaviour and its enforcement. The Head of Service, in response, advised that the site had been designated as an alcohol and drug free zone and under the Council's Reshaping Services programme the question of enforcement in all aspects was to be considered. The Terms and conditions also stipulated that no bad behaviour would be tolerated under the site rules and procedures.

The Cabinet Member for Regeneration, with permission to speak, confirmed that the Council had a proven success record of designating alcohol free zones and the Police had been sensible in their approach in enforcement and it was important that the good working relationship with the Police force in relation to this issue continue. The Cabinet Member also took the opportunity to congratulate the officers who had listened to all the comments that had been put forward and advised that a number of issues had been discussed with traders which had included the testing out of ideas. In her view the policy was a good proposal to go forward.

Members concurred that it was a good report and that the elements that they had discussed had been considered and taken on board. It was also important to adopt a flexible approach within the policy, a Member in referring to the fact that no commercial, religious or political usage would be agreed considered that this would restrict officers' flexibility, but accepted that this statement had been carefully considered to be a sensible approach in order to protect officers and that they worked to an agreed procedure.

In response to a query as to whether traders involved in the key handling should be afforded the opportunity to have commission for the handing out and return of keys. The Head of Service stated that they had been advised by the Legal Department that

in such instances it would be a procurement issue which had considerable issues attached to it. It had therefore been considered more appropriate to undertake the current approach as outlined within the report. The Chairman also advised that it was fair to say that any person who took responsibility for the keys would also receive in direct advertising themselves as a result which could also transcend via social media etc.

Councillor Hodges, (not a Member of the Committee) with permission to speak, stated that he was grateful for the speed in which the report had been presented and for the detail contained therein. His only concern was in relation to the annual bookings and the possibility that some may be sub-let or left largely empty. He was also grateful for the relaxing of the opportunities for schools. The feedback he had received from users was that it would be an advantage if the beach huts could contain some sort of furniture as there were no facilities within them. The Head of Service in response confirmed that sub-letting was not allowed within the rules and that with regard to annual tickets, only six of the small and large beach huts would be trialled in this way. Members in considering the points raised felt that as it was a trial it would be beneficial to allow the trial period to take place before any further considerations in relation to furnishings was made.

Councillor G. John, in conclusion, stated that in his view that good progress had been made in developing the draft policy at Appendix B and that a further report would be presented back in February 2017 on lessons learned in time for the season to start in April 2017.

The Chairman in recognising that the beach huts had not been fitted with an electricity supply and aware that this was likely to be a large capital investment, asked whether costing's could be obtained for future consideration following the pilot being undertaken.

Having fully considered the report, it was subsequently

RECOMMENDED –

- (1) T H A T the operational proposals outlined in the report and the draft beach hut rental policy at Appendix B be endorsed with officers being afforded flexibility within the letting arrangements.
- (2) T H A T following the review of the policy at the end of the 2016/ 17 summer season a report be brought back to the Committee, as soon as possible thereafter.

(3) T H A T the above recommendations be referred to Cabinet in order that the Barry Island Beach Huts Rental Policy can be considered for approval.

Reasons for recommendations

- (1) To advise Cabinet.
- (2) To apprise Members.
- (3) For consideration and or approval.

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At the meeting the Cabinet Member for Visible and Leisure Services commented that it had been a very valuable exercise to refer the report to the Scrutiny Committee (Economy and Environment) as they had thoroughly scrutinised the proposals of the Cabinet in depth and that this approach demonstrated joined up working on this matter.

In agreement with his colleague, the Leader stated that this was an effective way of working as everyone had the opportunity to feed into the proposals.

RESOLVED –

- (1) T H A T the comments of the Scrutiny Committee (Economy and Environment) of 12 April, 2016 be noted.
- (2) T H A T the beach hut rental policy attached at Appendix B to the report to Cabinet 11 April, 2016 be approved.
- (3) T H A T beach hut key holding and daily booking administration be undertaken for the 2016 / 2017 period in partnership with “Bay 5” restaurant, the Promenade, Barry Island.
- (4) T H A T delegated authority be granted to the Director of Environment and Housing Services, in consultation with the Cabinet Member for Visible and Leisure Services to make minor amendments to the beach hut rental policy, should these be required in operation.
- (5) T H A T delegated authority be granted to the Head of Regeneration and Planning to let vacant beach huts, at no charge, to persons, organisations or

businesses for the purposes of regeneration and tourism activity, as appropriate.

- (6) T H A T a further report on the beach hut rental policy be presented to Cabinet on conclusion of the summer season.

Reasons for decisions

- (1) To take the views of the Scrutiny Committee (Economy and Environment) into account.
- (2) To introduce a new beach hut rental policy for 2016 / 2017, aimed at encouraging the maximum number of bookings and a financial break even position.
- (3) To utilise the nearest appropriate business to assist in the key holding and cash payments for daily bookings reducing internal staffing costs and improving the reliability of spot bookings.
- (4) To allow any changes to the policy that were considered necessary in its operation without further recourse to Cabinet.
- (5) To permit the tourism section to utilise vacant beach huts for the purposes of regeneration and tourism.
- (6) To assess the outcomes of the new beach hut rental policy.

**C3150 IMPROVEMENT PLAN PART 1: IMPROVEMENT OBJECTIVES
2016/17 (L) (SCRUTINY COMMITTEE – ALL) -**

Cabinet endorsement was sought of the Improvement Plan Part 1 outlining the Council's proposed Improvement Objectives for 2016/17.

The Corporate Plan 2016-2020 was approved by Cabinet on 22 February, 2016 and by Council on 2 March, 2016 following extensive consultation with key stakeholders and partners. The Plan set out the Council's priorities for the next four years as well as its vision, values and Well-being Objectives. Work had been undertaken to ensure that the plans were aligned and reflected the priorities for the Vale of Glamorgan. These outcomes were also reflected in Service Plans for 2016/17.

The proposed Improvement Objectives and associated actions for 2016/17 reflected the four Well-being Outcomes in the Corporate Plan, ensuring that the Council was focused on the identified areas of priority in need of the most improvement.

Five Improvement Objectives were proposed for 2016/17 as follows:

- 1 - Reducing poverty and social exclusion
- 2 - Promoting regeneration, economic growth and employment
- 3 - Raising overall standards of achievement
- 4 - Encouraging and promoting active and healthy lifestyles
- 5 - Deliver the Council's transformational programme, 'Reshaping Services' to meet the future needs of citizens of the Vale of Glamorgan, within the context of unprecedented financial challenges

Appendix 1 attached to the report outlined the proposed Improvement Objectives for 2016/17 and provided a rationale for each objective (Pages 8-28). The intended outcomes and the measures to be undertaken to make a difference to Vale of Glamorgan citizens were identified including a sponsored Director with responsibility for ensuring the achievement of key outcomes.

A number of performance measures identified in the Plan did not have data reported for the 2015/16 period or targets established for 2016/17. In line with existing performance management arrangements, all Council services were undertaking an End of Year data collection and verification exercise which would be concluded at the end of April to tie in with data submissions to Welsh Government and the Local Government Data Unit. In addition, some nationally produced data such as tourism and economic activity data was not available until later in the year and the Improvement Plan would be updated to reflect this new data once published. Similarly All Wales benchmarking data was published in September of each year.

Appendix 2 attached to the report provided a summary of the views and comments from the consultation including the views of three Scrutiny Committees. In summary:

- Scrutiny Committee (Social Care and Health) did not endorse the proposed Improvement Objectives for 2016/17 due to concerns about the proposed performance indicators for use in measuring how progress to achieve Objective 4 would be monitored.
- Scrutiny Committee (Economy and Environment) recommended to Cabinet that the Improvement Objectives for 2016/17 be endorsed.
- Scrutiny Committee (Housing and Public Protection) recommended to Cabinet that the Improvement Objectives for 2016/17 be endorsed. Furthermore that

Cabinet should be informed of the view of the Committee that each Improvement Objective should be linked to its outcomes and actions.

The views of key stakeholders including the Local Service Board, Town and Community Councils, local businesses, voluntary sector organisations and the public were also sought over a period of 4 weeks (14 March to 8 April, 2016). The consultation was promoted via an online survey, local media releases and a combination of social media (over 16,000 followers).

Despite extensive promotion of the consultation, only ten stakeholders took the opportunity to have their say on the Vale of Glamorgan's proposed Improvement Objectives for 2016/17. Respondents included five residents, a Colleague from the Vale of Glamorgan Council, Welsh St. Donats Community Council, Cardiff & Vale Credit Union, Cardiff & Vale University Health Board (UHB) and the Glamorgan Voluntary Services (GVS).

On the whole, of the ten responses received, there had been no formal objections to the proposed Improvement Objectives for 2016/17. Responses had been positive and supportive with some suggested additions to the narrative in the rationale for some objectives.

The Improvement Plan Part 1 would be revised to reflect relevant Cabinet and Council amendments and published following Council approval on 27 April, 2016.

After presenting this item, the Leader noted that the Scrutiny Committees (Corporate Resources and Lifelong Learning) had considered and endorsed the report with no further comments to Cabinet.

The Managing Director commented that the report demonstrated a synergy between the Improvement Plan and the Corporate Plan as it simplified the collection of data which helped to avoid duplication.

This was a matter for Executive and Council decision

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

RESOLVED –

- (1) T H A T the recommendations from Scrutiny Committees following consultation on the proposed Improvement Objectives for 2016/17 be noted.

- (2) T H A T the comments from key strategic partners and the public in response to consultation on the proposed Improvement Objectives for 2016/17 be noted.
- (3) T H A T the Improvement Plan Part 1 attached at Appendix 1 to the report including proposed Improvement Objectives for 2016/17 be endorsed.
- (4) T H A T the use of article 14.14 of the Council's Constitution (urgent decision procedure) be authorised to enable the report to be presented to Council on 27 April, 2016 for approval in order to meet statutory timescales for publication.

Reasons for decisions

- (1) To ensure that Improvement Objectives focus specifically on those areas where there was a need for improvement, reflecting the work being undertaken across the Council to improve the quality of life for Vale residents.
- (2) To ensure the Council fulfilled its duty to consult on its annual Improvement Objectives.
- (3) To ensure the Council identified key annual improvement priorities for 2016/17 in line with the requirements of the Local Government (Wales) Measure 2009.
- (4) To ensure the Council met its statutory obligation to publish its forward looking Improvement Plan at the start of the financial year outlining how it proposed to meet its Improvement Objectives for 2016/17.

C3151 PERFORMANCE MANAGEMENT FRAMEWORK (L) (SCRUTINY COMMITTEE – CORPORATE RESOURCES) -

Cabinet was provided with an update on the progress made by the Working Group on developing the Council's revised Performance Management Framework.

As noted by Cabinet previously, the Council had a strong performance management track record as evidenced in previous Annual Improvement Reports (AIR) by the Wales Audit Office. The recent AIR for 2014/15, nevertheless, identified two proposals for improvement to:

- P1 Refine performance reporting arrangements to ensure data was presented in a way that provided a balanced picture of performance and of the outcomes being achieved.
- P2 Improve reporting so that cross-directorate/cross-service activity was considered in the context of delivery of priorities rather than completion of service-based actions.

The Council's Performance Management Framework (PMF) set out the way in which performance management and measurement was undertaken across the Council. The framework enabled the Council to regularly assess, report and scrutinise performance in order to support the continuous improvement of its activities.

The PMF brought together the Council's key planning, monitoring and evaluation processes through an integrated suite of documents. These (which included the Community Strategy, Corporate Plan, Service Plans, Team Plans and Personal Development Plans) demonstrated the contribution made at a variety of levels of the organisation to the Council's priority outcomes. These were supported by other key strategies and plans such as the Medium Term Financial Plan, Workforce Plan and Corporate Asset Management Plan.

In December 2015, Cabinet approved proposals for changes to the Council's PMF as the basis for consultation with Scrutiny Committees and that report was subsequently referred to each of the Council's five Scrutiny Committees. A subsequent report in February 2016 provided Cabinet with a summary of the views of the five Scrutiny Committees. Cabinet approved the recommendation to establish a Working Group of Elected Members and Officers to develop further the arrangements that would support the revised PMF, including consideration of the review of the Council's Scrutiny Committees. It was also resolved that the report be referred to the Democratic Services Committee for consideration. The report to Cabinet of 22 February, 2016 also contained a recommendation that a further report be brought to Cabinet following conclusion of the review by the Working Group on matters related to the naming and terms of reference of the Council's Scrutiny Committees. The report provided Cabinet with an update on the developments to the PMF since February.

The Working Group had therefore given consideration to the proposed titles for the new Scrutiny Committees in response to concerns related to the public understanding of the Committees' remits should the titles of the Committees be identical to the Well-being Outcomes contained in the Corporate Plan.

<i>Well-being Outcome</i>	<i>Scrutiny Committee Title</i>
An Inclusive & Safe Vale	Homes & Safe Communities Scrutiny Committee
An Active & Healthy Vale	Healthy Living & Social Care Scrutiny Committee
An Environmentally Responsible & Prosperous Vale	Environment & Regeneration Scrutiny Committee
An Aspirational & Culturally Vibrant Vale	Learning & Culture Scrutiny Committee

In addition to the four Well-being Outcome-based Scrutiny Committees, the existing Scrutiny Committee (Corporate Resources) would be replaced with a Committee called Corporate Performance & Resources Scrutiny Committee.

In terms of Performance Reporting, significant developments to the PMF had taken place over the past six months. These included the development and adoption of a new Corporate Plan for the Council and the publication of the Council's first whole-Council Annual Self-Assessment report.

Service Plans were currently under development and would be reported to Scrutiny Committees and Cabinet in April-May 2016. This year Service Plans were being developed at Head of Service level and would focus on the contribution made to the Council's Well-being Outcomes and objectives, in addition to the way in which the service would manage its resources. Following approval of the Service Plans; Team Plans and Personal Development Plans would be put in place to reflect the contribution to service objectives made by the Council's teams and individual colleagues.

The Working Group would next consider the reporting arrangements associated with the PMF. As reported previously, it was proposed that the Corporate Plan would be monitored on a quarterly basis by an overall Corporate Health Report and this would be supplemented by specific quarterly reports for each of the four Well-being Outcomes.

“Corporate health” would be illustrated from a number of perspectives: Performance against well-being outcome/objectives, resources (finance/savings, people, assets and ICT), customer focus and risk. It was envisaged that the report would incorporate a RAG status for each Well-being Outcome to give a snapshot of overall progress, summarising the performance of the measures and the activity underway to support the delivery of the outcome. A brief position statement would be provided for the quarter covering the Well-being Outcomes and corporate health performance overall as well as a brief summary of achievements by outcome. Areas of underperformance/ key challenges across the corporate health perspectives would be highlighted with proposed remedial actions to address them. It was proposed that this quarterly overview report would be presented in a dashboard/scorecard format designed to make the information contained in it as accessible as possible.

Four Quarterly Well-being Outcome & Objectives Reports would demonstrate progress against each of the individual Well-being Outcomes and associated objectives. Informed by performance data collected from Service Plans, these reports would demonstrate the cross-cutting nature of the Well-being Outcomes and draw together evidence from the range of the Council's service areas responsible for delivering the actions associated with the outcome. A brief position statement from the sponsoring Director would be provided for the quarter. A brief summary of achievements by objective would be provided and areas of underperformance/ key challenges highlighted, including a description of any remedial actions required to address them.

The format of the Corporate Health and Quarterly Well-being Outcome & Objective Reports would be developed by the Working Group in the coming months, prior to the first quarter's performance being reported to Scrutiny Committees in September 2016. This would also involve a review of the Performance Indicators used to demonstrate whether the Council was achieving its intended outcomes for each of the eight Well-being Objectives.

The existing approach to the monitoring of Service Plans would be replaced with quarterly reports against each Well-being Objective linked to a Well-being Outcome. This would enable Members to focus on scrutinising progress towards achieving the Council's Well-being Outcomes. Services would continue to report performance data quarterly to the Council's Performance Team. The Performance Team would then use this information to produce the more focused Well-being Outcome Reports.

Below was an indicative timetable for implementation of the revised PMF, which would be phased in over the 2016/17 annual performance planning and reporting cycle and would be fully implemented by the end of 2017/18.

Activity	Timescale
Service Self-Assessment 2015/16	Completed (March 2016)
Service Plans 2016/17	April-May 2016
Team Plans 2016/17	April – June 2016
Personal Development & Review for all staff	June – September 2016
Corporate Plan 2016-20	Completed (1 April, 2016)
Development and agreement of performance scorecard reports	April – August 2016
Approval of Scrutiny Structures	May 2016
Quarter 1 performance reporting	September 2016
Quarter 2 performance reporting	December 2016
Quarter 3 performance reporting	March 2017
End of Year performance reporting	July 2017

This was a matter for Executive and Council decision

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

RESOLVED –

- (1) T H A T the progress made by the Working Group on developing the revised Performance Management Framework for the Council and the comments made by the Democratic Services Committee be noted.
- (2) T H A T the proposed changes to the titles and scope of the Council's Scrutiny Committees be endorsed and referred to Full Council on 27 April, 2016 for consideration and endorsement.
- (3) T H A T a further report be brought to Cabinet in due course to provide Members with an update on further developments to the Council's Performance Management Framework.
- (4) T H A T the use of article 14.14 of the Council's Constitution (urgent decision procedure) be authorised to enable the report to be presented to Council on 27 April, 2016 for consideration before the Annual General Meeting.

Reasons for decisions

- (1) To note the progress made since the previous report to Cabinet on the Performance Management Framework in February 2016.
- (2) To ensure the proposed changes to Scrutiny Committee titles and their remits have the support of Full Council.
- (3) To enable Cabinet to consider in due course the work of Elected Members and Officers in further developing the arrangements that will support the revised Performance Management Framework, including those relating to the format and content of performance reports.
- (4) To ensure the Council considers this item before the Annual General Meeting at which point any changes would be implemented.

**C3152 RESHAPING SERVICES – INCOME GENERATION PROJECT
UPDATE (L) (SCRUTINY COMMITTEE – CORPORATE RESOURCES) -**

Cabinet was provided with an update on the Income Generation project of the Reshaping Service Programme.

The Council had established the Reshaping Services Transformational Change Programme to reshape the Council to enable it to meet the future needs of citizens of the Vale of Glamorgan within the context of unprecedented financial challenges. The programme contained Corporate Projects, one of which related to identifying income generation opportunities as it was recognised that increased revenue was one way of meeting the financial challenges facing the Council.

A growing number of public sector organisations were using their website space to obtain an income from advertising. It was proposed that advertising space be offered on the Vale of Glamorgan Council's English language website and associated microsites.

In 2014/15 the Vale of Glamorgan Council English language website averaged 38,571 visits per week. This demonstrated the potential these platforms had for external organisations to advertise their products and services. The Council website was accessed by a wide range of users that included: house buyers, new parents, carers, car owners, businesses, retirees and job seekers. As a result advertisers have been keen to work with Local Authorities to develop a service which could benefit both parties.

In looking at the opportunities for advertising on the Council's website it was important that the Council should maintain a degree of control over what could be advertised. To address this, a website advertising protocol had been drafted and could be found at Appendix A to the report, for Cabinet Members' approval. In line with the protocol, all adverts will be controlled by the Authority and no advert would appear without the prior approval of the Council, in line with the protocol attached at Appendix A to the report. The Communications Manager would be responsible for managing the contract and the authorisation of the advertising content.

There were few companies who offered this level of support to Councils with regard to on-line advertising. A number of advertising agencies/hosting companies were considered but discounted due to the lack of public sector specific business they managed and the potential reputational risk to the authority. It was proposed, therefore, that the Council works with the Council Advertising Network (CAN) which offered advertising services aimed at the public sector market and who worked with over 50 local authorities. Previous advertising campaigns issued by CAN included: Tesco, Sky, eBay, American Express, University of Law, ASDA, The Open University, Vauxhall, Talk Talk, National Express, British Gas, Waitrose, Emirates and Eurotunnel. Appendix B attached to the report showed how an advert would look on the Vale of Glamorgan website's homepage. It was not considered to compromise the usability of the website and followed a standard layout used on many sites.

It was proposed that a contract be awarded for three years, with an initial break clause at six months. Should the Council successfully implement web advertising and the revenue stream be significant enough, consideration would be given to alternative suppliers in the future and to managing this process in house. However, on balance, a managed arrangement by a public sector specialist was proposed to be the most appropriate course of action to take at the current time.

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 appointment of the Council Advertising Network via direct award to implement online advertising on the Vale of Glamorgan Council Website and associated microsites be approved.
- (3) T H A T the Head of Legal Services be authorised to execute the contract with the Council Advertising Network.
- (4) T H A T subject to resolution two above, the website advertising protocol contained in Appendix A attached to the report be approved.

Reasons for decisions

- (1) To note the update on the project.
- (2&3) To enable the appointment of the supplier to provide advertising on the Council's website and other associated microsites in order to generate revenue for the Authority.
- (4) To ensure website advertising was undertaken consistently in line with agreed processes.

C3153 INTRODUCTION OF A PROCUREMENT FRAMEWORK FOR THE PROVISION OF AD HOC TRANSPORT SERVICES (L) (SCRUTINY COMMITTEE – CORPORATE RESOURCES) -

In 2014, the Welsh Government commissioned KPMG to undertake reviews ("Fitness Checks") of the procurement functions within public sector organisations in Wales. The fitness checks identified areas of good practice in addition to providing a series of recommendations for development. One opportunity for development for the Council was in the further use of electronic procurement processes and practices.

As part of the continued rollout of e-procurement processes across Council departments, the Passenger Transport section were preparing the implementation of a dynamic purchasing system (DPS), in order to further streamline the tendering of transport contracts.

A DPS was an electronic system which was used to purchase goods, works or services, normally grouped into separate lots with each lot having a separate specification. It differed from a standard procurement framework agreement in that it had to be open throughout its duration for the admission of any supplier which had

satisfied the selection criteria. Once the DPS was established and awarded for a set period of time, new Small/Medium Enterprises (SMEs) would receive notification of biddable tenders via Sell2Wales (and therefore OJEU) and would be eligible to join the DPS at regular intervals which would potentially encourage a widening of the supply base. A variety of current transport routes would be tendered via mini-competitions, commencing with those contracts that were shortly due to expire.

A key lot of the proposed DPS would be for the supply of the short term and one off taxi arrangements for service users. The introduction of a framework for the supply of ad-hoc transportation routes would assist in ensuring that Council departments were able to access reliable and approved sources of transportation for service users. Use of a DPS arrangement was advantageous due to the fluid nature of supply in the market, ensuring that the Council was able to replace suppliers that may have exited the market place over the duration of the tender without impacting upon service provision and cost.

In order to join the DPS, suppliers had to provide evidence in two stages. Stage 1 consisted of mandatory requirements, which all operators wishing to join the DPS had to meet. Stage 2 required operators to meet a pre-set threshold score based on qualitative criteria.

Suppliers who were accepted onto the DPS and wished to tender for ad hoc taxi provision would be required to provide a price per mile tendered for set mileage amounts, for the provision of unsupervised, supervised and wheelchair accessible transport. The Council would aggregate the cost of each mile to get a total cost and the lowest tenderer for each of the three types of service would be awarded the tender as preferred supplier. All other operators were then ranked on the framework, based on a total price per mile. If the preferred supplier on the framework was unable to undertake the work it was then offered to the next lowest and so on. The mini-competition for the lot would be re-run on an annual basis.

The expected outcome of this procurement route was the establishment of a multi provider framework agreement that would provide a joined up approach to the provision of ad hoc transport services for Council departments, whilst simultaneously contributing to the nurturing of SMEs within the sector.

At the meeting the Director of Environment and Housing Services commented that the single electronic procurement framework was an integral part of the Council's Transport Savings Programme and would ensure that greater savings and a more consistent service was achieved in the future.

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 introduction of a single electronic procurement framework for the provision of ad-hoc taxi arrangements be approved.

Reason for decision

To secure best value taxi services whilst ensuring a safe and responsive transport service that promoted the use of local suppliers as well as enabling a framework to further control transport costs.

C3154 CABINET ANNUAL STRATEGIC FORWARD WORK PROGRAMME MAY 2016 – APRIL 2017 AND CABINET QUARTERLY WORK PROGRAMME – MAY 2016 TO JULY 2016 (L) (SCRUTINY COMMITTEE - ALL) -

Cabinet presented its Forward Work Programmes of the Cabinet / Council for the 12 month period May 2016 to April 2017, and the Cabinet Quarterly Work Programme from May 2016 - July 2016.

In accordance with the provisions of the Local Government Act 2000 and the Council's Constitution, the Cabinet Annual Strategic Forward Work Programme Forward Work Programme attached at Appendix A to the report, set out matters which the Executive and Full Council were likely to consider during May 2016 to April 2017.

The Cabinet Quarterly Work Programme attached at Appendix B to the report set out matters that were included in the Strategic Work Programme as well as other specific items that the Executive and Full Council were likely to consider during May 2016 to July 2016.

After presenting this item, the Leader made the following changes to the Annual Strategic Forward Work Programme attached at Appendix A;

- On page 5, the "Improvement Plan Part 1 (Improvement Objectives 2016-17)" report be removed as this matter would be considered as part of the "Final Outcome Agreement" report.

- On page 5, the “Closure of Accounts 2015-16” report listed in July would only need to go to Full Council in exceptional circumstances and therefore did not need to be referred to Council.
- In terms of the various entries relating to the “Reshaping Services – Progress on Implementation” report, these would be presented to the Scrutiny Committee (Corporate Resources) and also circulated to all Members for information.
- These changes, where applicable, would also be made to the Quarterly Forward Work Programme.

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 Annual Strategic Work Programme for the period May 2016 to April 2017 attached at Appendix A to the report and the Quarterly Work Programme for May 2016 - July 2016 attached at Appendix B to the report be approved as amended.

Reason for decision

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

C3155 FEES FOR LEISURE LEARNING COURSES (AS) (SCRUTINY COMMITTEE – LIFELONG LEARNING) –

Cabinet was asked to review the fee levels of the Adult Community Learning (ACL) leisure courses, to ensure the learning programme remained viable and sustainable.

The Welsh Government's policy document "Delivering Community Learning for Wales" set out the Government's adult and community learning policy, described the strategic aims and defined the key action for providers. The aims were to:

- Increase participation for those who had benefited least from education in the past or who were most at risk of not benefiting in the future.
- Improve quality in the learning experience including increased progression to other learning opportunities or work.
- Retain the accreditation of at least 80% of ACL provision.

Furthermore, Welsh Government (WG) outlined the need for a balance between provision funded by the Department for Education and Skills grant, and by the learner, employers and other fee paying organisations or groups.

The level of fees charged was established to ensure that learning opportunities were affordable and that cost barriers to participation were minimised whilst recognising that learners should make an appropriate contribution to the overall cost of their learning. Those who were on means tested benefits were able to access the free Essential Skills and Employability Training through the 'Get Back on Track' programme.

Free courses were also available for individuals seeking employment via our 'Get Back on Track' programme on one day accredited courses in Microsoft Office skills. These learners could also access additional free work clubs around the Vale (Barry, Penarth, St Athan, Llantwit Major). The work clubs supported curriculum vitae writing and job searching using the internet.

The Council offered a curriculum which was wide ranging and diverse to engage those participants who were learning for leisure, social or learning progression opportunities. The ACL programme courses were offered on a cost recovery basis and in some cases generated income to support the ACL provision that targeted those in greatest need.

To ensure the continuation of a broad range of courses and ensure that available funding was targeted at priority groups there needed to be an increase in the full fee and concessionary fees for leisure courses.

Charges for courses were based on £4.45 per hour for full fee payers. Although courses ran for 25 or 30 weeks, learners were able to pay for their courses in 10 or 15-week blocks, which equated to £133.50 (15 weeks) and £89 (10 weeks). Currently the Council was recovering up to 89.9% of total running costs for ACL provision from students, room rental and other income.

At the meeting the Cabinet Member for Adult Services was pleased to note that these courses had made a real difference for those who wished to improve qualifications and training and that he was privileged to be in attendance at a recent awards ceremony to recognise the hard work of all the learners who had benefitted from completing these courses.

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 an increase in the full fee from £85 to £89 for a 10 week course, an increase to the concessionary fee from £64 to £69 for a 10 week course and an increase for 1 day courses from £30 to £35 be approved.

Reason for decision

To ensure the universal leisure learning offer can be sustained on a cost recovery basis.

C3156 INDIVIDUAL SCHOOL PROGRESS PANELS (CSS) (SCRUTINY COMMITTEE – LIFELONG LEARNING) -

At its meeting on 7 March, Cabinet considered a referral from the Scrutiny Committee (Lifelong Learning) of the report 'National Categorisation - outcomes for Vale schools'. The referral included a recommendation 'that progress panel meetings at the identified schools [High Street Primary and Fairfield Primary] be conducted' and 'that a programme of work in respect of this recommendation (and one other) be presented for consideration by the Committee'.

In making this recommendation, the Scrutiny Committee had noted that High Street Primary School had remained in the amber support category with the capacity to improve changing from a B to a C, and that Fairfield Primary School had been identified by Estyn as a primary school in which the local authority should have taken a more direct approach in challenging performance.

Cabinet further resolved that a further report be brought back to Cabinet that provided a review of the High Street and Fairfield primary schools, detailing the current issues and the involvement of the Scrutiny Working Panel, and to establish a protocol for future visits to schools, to thereafter be referred to Scrutiny Committee (Lifelong Learning) if necessary.

A procedure for the conduct of progress panel meetings had previously been developed. An updated protocol was attached at Appendix A to the report. The amendments were minor in nature and reflected current post holder titles.

The need for an individual school progress meeting could be triggered by a number of events such as the publication of weak results in external examinations, the outcome of Estyn Inspections placing a school in a statutory category or the outcome

of the national categorisation process identifying that the school was in need of higher levels of support in order to improve. The decision whether to progress a School Progress Panel would continue to be made by Cabinet.

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 Scrutiny Committee (Lifelong Learning) be requested to conduct individual school progress panels at High Street and Fairfield Primary schools.
- (2) T H A T the minor amendments to the protocol in relation to School Progress Panel meetings as outlined in Appendix A attached to the report be approved.

Reasons for decisions

- (1) In order to establish whether the schools had appropriate plans and monitoring arrangements in place and to establish what progress had been made and what further progress was required.
- (2) In order that the protocol can be updated as necessary.

C3157 EDUCATION ASSET RENEWAL BUILDING PROGRAMME 2016/17 (CSS) (SCRUTINY COMMITTEE - LIFELONG LEARNING) -

Approval was sought for the allocation of the 2016/17 Education Asset Renewal budget.

Council on 2 March 2016, minute number 884, approved the 2016/17 Capital Programme. £620k was approved for Education Asset Renewals works, with a further £50k budget allocated as a contingency.

The Education Asset Renewal programme was treated as a single overall scheme. Council, on 2 March, 2016, also approved that “The Managing Director and the Head of Finance, in consultation with the Cabinet Member responsible for Finance, is given delegated authority to make additions, deletions or transfers to or from the 2016/17 to 2020/21 Asset Renewal budgets as appropriate”. The proposed programme was outlined in Appendix 1 attached to the report.

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 funding of the proposed schemes, as detailed in Appendix 1 attached to the report, from the 2016/17 Education Asset Renewal budget be approved.

Reason for decision

To allocate the 2016/17 Education Asset Renewal budget and enable procurement to commence.

C3158 TRANSPORT GRANTS AWARDS 2016/17 (R) (SCRUTINY COMMITTEE – ECONOMY AND ENVIRONMENT) -

Cabinet was advised of the funding awarded for Transport Grant and related Schemes for 2016/17.

Welsh Government (WG) invited local authorities to submit bids for Local Transport Fund (LTF), Road Safety and Safe Routes in Communities (formally Safe Routes to Schools) (SRiC) funding annually to enable the delivery of transport and local road safety projects that enhanced road safety and encouraged sustainable travel to various key locations. There was an emphasis around access to schools and key locations for these grants. WG invited bids on 18 December, 2015 with a deadline for submission of 29 January, 2016.

Great Western Railways also invited expressions of interest to bid for funding that would enable the Council to educate school pupils on how to use the railway safely, encourage them to use it, and teach them how to better access public transport information.

WG restricted the number of road safety revenue schemes to be submitted by each local authority and 4 of the schemes had to include kerbcraft, pass plus cymru, national standards cycle training and motorbike interventions. The funding allocation was indicative at £70k, a £10k reduction from 2015/16 actual allocation.

The table below shows the full list and value of bids and whether they were successful.

Scheme	Source of Funding	Bid amount	Match Funding	Successful/ Unsuccessful
Active Travel Mapping	LTF	£9,000		Successful
Dinas Powys to Penarth via Cosmeston cycle scheme	LTF	£294,448	£148,192	Unsuccessful
Dinas Powys School Cycleway Scheme	SRiC -	£99,000		Successful
Weycock Cross to Cardiff Airport footway/cycleway scheme	SRiC	£100,000 this year but £896,000 over 2 years	£200,000 in 2nd year	Unsuccessful
Llantwit Major road safety & cycleway scheme	SRiC	Bid withdrawn		
Road safety improvements on Court Road Barry	Road Safety Capital Grant	£61,280		Successful
Road Safety improvements at Sully Moors Road Roundabout	Road Safety Capital Grant	£89,110		Unsuccessful
National Standards Cycle Training	Road Safety Revenue Grant	£38,000		Successful
Kerbcraft / Child Pedestrian Training	Road Safety Revenue Grant	£22,000		Successful
Motorbike Training	Road Safety Revenue Grant	£2,500		Successful
Pass Plus Cymru	Road Safety Revenue Grant	£7,500		Successful
Year 5 & 6 Railway Education in schools	Great Western Railway	£8,000	£2,000	Successful

Road Safety Revenue funding could be amended to meet demand, subject to advising the WG.

The measures contained within the report would be fully funded from the Grants along with any match funding identified within the bids. Match funding will be made available within existing revenue budget.

The road safety department priorities would need to change in accordance with the amount and type of grant available.

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 schemes awarded funding as outlined in the report for 2016/17 be approved.
- (3) T H A T it be noted the Head of Visible Services and Transport and the Cabinet Member for Regeneration used delegated powers to finalise the details of the bids in time for submission to comply with the Welsh Government deadline and that the Managing Director used delegated powers to accept the funding by the deadline of 15 April, 2016 in order for the award not to be withdrawn.
- (4) T H A T Capital funding of £160,280 be included in the 2016/17 Visible Services and Transport Capital Programme.

Reasons for decisions

- (1) To note the procedures, terms and conditions of the grant funding.
- (2) To accept the schemes submitted.
- (3) To accept of the funding.

- (4) To enable schemes to be started as early as possible in the new financial year.

C3159 WELSH AUDIT OFFICE REPORT: DELIVERING WITH LESS – LEISURE SERVICES AND PROPOSED VALE OF GLAMORGAN LEISURE STRATEGY (VLS) (SCRUTINY COMMITTEE – ECONOMY AND ENVIRONMENT)

-

Cabinet was advised of the recent Welsh Audit Office report on the delivery of Leisure Services across Wales entitled 'Delivering with less - Leisure Services' and its approval was sought to develop a Leisure Strategy for the Vale of Glamorgan.

The Welsh Audit Office recently published its much awaited study into the provision of Leisure Services in Wales. The report highlighted the success of the Council in significantly reducing the cost of its Leisure Centre operation, without reducing service levels. In addition the maintenance or improvement of the quality of the leisure products offered to its residents and visitors was noted.

The report did however note that whilst the service had a clear direction there was no formal Leisure Strategy in place.

The Vale of Glamorgan was the only example used in the Audit report as a case study in terms of its process of appointing an operator for its Leisure Centre service. A copy of this study was reproduced at Appendix 'A' attached to the report. The Council was also highlighted in the report for being one of only seven Councils in Wales to have adopted improvement objectives that related to health improvement and/or Leisure services. This was seen as key in ensuring Leisure services remained a priority within the mix of Local Authority services during the present financially challenging times.

The provision of a Leisure Strategy was identified in the report as being an essential tool for future planning and investment in Leisure Service as it should enable future decisions to be made from a strategic, as well as an operational, perspective.

After this item was presented, the Managing Director stated he was pleased that the Council had been highlighted as one of the 7 Councils in Wales to have adopted improvement objectives that related to health improvement and leisure services, and that this approach was one that was continuing with the new Corporate Plan and new Improvement Plan objectives.

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 'good practice' description of the Council's Leisure management contract in the context of the Welsh Audit Office report into Leisure Services across Welsh Councils entitled, 'Delivering with less - Leisure Services' be noted.
- (2) T H A T a Leisure Strategy for the Vale of Glamorgan be developed over the next 12 months.
- (3) T H A T a draft of the proposed Leisure Strategy for the Vale of Glamorgan be presented to a future Cabinet meeting for consideration.

Reasons for decisions

- (1) To note the contents of the report and in particular the good practice exhibited by the Vale of Glamorgan Council.
- (2) To ensure that the Council's Leisure Service continued to be one the most effective and efficient Leisure Sections in Wales.
- (3) To consider a Leisure Strategy for the Vale of Glamorgan.

C3160 STREET LIGHTING ENERGY REDUCTION STRATEGY – UPDATE AND NEXT STEPS (VLS) (SCRUTINY COMMITTEE – ECONOMY AND ENVIRONMENT) -

Cabinet was advised of the current position with the 'Street Lighting Energy Reduction Strategy' and considered a series of further measures aimed at supporting the transition to full LED lighting and the achievement of increased energy savings. Cabinet considered a report entitled 'Street Lighting Energy Reduction Strategy', at its meeting of 20 October, 2014 where the following was resolved:-

“(1) T H A T the implementation of a street lighting strategy based on the principle of reduced energy consumption with part night lighting introduced for all appropriate

areas of conventional street lighting as an initial measure, as outlined in Option 6 of the report be agreed.

(2) T H A T the Director of Visible Services and Housing be authorised to invite tenders for the installation of part night timing devices for the Council's conventional street lighting stock.

(3) T H A T the background information contained in the report relating to LED lighting be noted and a further report be provided to Cabinet detailing the proposed full street lighting energy reduction strategy on conclusion of the 'part night' street lighting introduction and discussions with potential partners.

(4) T H A T the report be referred to the Scrutiny Committee (Economy and Environment) for information.

Reasons for decisions:

(1) To approve the main principles of a new street lighting strategy, fit for the financial and environmental challenges ahead.

(2) To provide authority to engage contractors to undertake all works associated with the change to part night street lighting in accordance with option 6 of the report.

(3) To agree the full 10 year strategy when all future street lighting management options had been considered by officers.

(4) To inform the appropriate Scrutiny Committee (Economy and Environment).”

The part night lighting programme, identified as 'option 6' in the recommendations shown above, was now complete and the report provided an update on the carbon and financial savings achieved and on issues encountered as a result of the change to part-night lighting.

The report also reviewed various options aimed at working towards full LED lighting, along with possible changes to the operation of current and future light units aimed at obtaining a balance between carbon and financial savings, the views of residents and the appropriate illumination of the highway network. The intention was to request consideration of the report and the options by the relevant Scrutiny Committee prior to a final decision being taken by Cabinet.

As advised, the strategic option chosen was 'Option 6' in the previous report, "Retain LED stock and part night 70% of remaining stock at 12 midnight". The report indicated an estimated implementation cost of £350,385 with energy cost savings per annum of £371,862.71 and a CO² saving of 1338 tonnes per annum. The payback period for this option was estimated at 0.9 years.

After extensive consideration by the 'Part Night Lighting Board', comprising officers from Highways and Engineering, Road Safety, Community Safety and the Police; it was only possible to part night 65% of the conventional lighting stock, some 7,400 units. The Board used a risk matrix to analyse the stock to assist in making their decisions and a copy of this risk matrix and associated explanatory information was attached at Appendix A to the report.

The matrix included an assessment of highway and community safety impacts and wider social considerations. Whilst all part-night lighting decisions were well thought through, officers had received a number of complaints, primarily concerning overly dark areas in residential streets. As of 14 April, 2016 225 complaints and service requests had been received that were associated with a change to part night lighting. Whilst the number of complaints was relatively low for such a significant service change, it was evident that some of the issues raised were of concern and could require further consideration.

More of the existing conventional style lighting could be changed to part-night lighting over time but the original figure did not include certain non-highway related hazards such as street lights close to areas of open water, where lights had to remain on. This was in part the reason why 65% was achieved and not 70%. The projected full year energy saving from the part-night scheme was now £217k with 1042 tonnes of CO². Whilst the financial and CO² savings were lower than the estimates detailed above, the implementation costs were considerably less than those predicted, meaning that the pay-back period had reduced from 0.9 years to 0.65 years.

The previous report featured a graph which plotted the costs of option 6 against the available budget for the next 15 years. The graph assumed a year on year energy unit price increase of 5% and showed the costs of the part night lighting strategy (with existing LED lighting units) exceeded the available budget in 2021 / 2022.

This graph had now been re-calibrated to take account of the actual data and reduced increases in the unit energy price (3% per annum inflation had now been assumed). Due to the reduction in the savings highlighted above, the energy cost of the current part night lighting strategy was projected to exceed the 2016 / 2017

budget by £83,925. The report noted that this budget position assumed the further £100k saving identified within the medium term financial plan for street lighting for the 2016 / 2017 period, but no additional savings. This position was clearly not sustainable as costs now exceed the budget from next year. The graph showing the current position was attached at Appendix B to the report.

As it now stood, the Council's lighting stock comprised 15,902 units. Of these, 5,113 were LED (32%).

A capital amount of £100k had been made available via the capital programme for LED lighting installations for 2016 / 2017 and 2017 / 2018. Whilst this was a positive move towards the strategy of having full LED lighting, even if this funding was to continue at this level, it would take in the region of 40 years to replace all the existing conventional lighting with LED units. If a shorter replacement period was required further investment would be needed and the current position and a number of possible funding options would be considered in more detail.

As background to the options to follow; at the end of 2015/16 there would be 10,789 conventional type street lamps remaining in the Vale. These were a mixture of residential and main road units, with a full LED replacement cost of approximately £4m. As was detailed in the previous Cabinet report, the payback period for this level of investment was in the region of 13 years. This was mostly due to the number of main road columns involved and the savings from changing these to LED being considerably less than those in residential areas.

Whilst at the previous Cabinet meeting, members agreed to the principle of a change to full LED street lighting over time, it would not be prudent to suggest the utilisation of this level of reserves to replace the entire remaining conventional street lighting stock at this time. The payback period was too long and service resilience could be compromised as the total current value of the Visible Services reserve was now circa £6.5m and there were other various significant commitments from the reserve. Instead it was proposed that a smaller amount of capital funding be utilised from the Visible Services Reserve to change all the remaining conventional lighting in residential areas to LED. Bearing in mind this is where the vast majority of the part-night lighting complaints have come from and this was the area where maximum savings could be achieved. There were approximately 5,900 street lamps in residential areas that would need to be changed at a cost of circa £1.2m.

Including a possible option to make no further changes to the current part-night lighting arrangements, other than the LED installations already earmarked within the capital programme, there were four possible options. A table indicating these was

attached at Appendix C to the report with a graphical representation of each option, compared to the budget available, attached at Appendix D to the report. The various options were considered in more detail in the report.

At the meeting the Director Environment and Housing Services commented that the report contained a number of options that would help the Council going forward for the next ten years in terms of financial cost savings.

He highlighted option 3 of the report to "Dim existing LED lights at midnight and invest £1.2m in 2016/17 and £100k in 2017/18 and 2018/19 in LED residential street lighting which were also to be dimmed at midnight." He commented that this option provided the third greatest saving when reductions in maintenance and carbon tax were taken into account whilst also allowing for consistent and appropriate lighting levels to be achieved throughout 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 current position with the part night lighting and LED light installation programme be noted.
- (2) T H A T the report and all the options and associated issues included in the report be referred to the Scrutiny Committee (Economy and Environment) for consideration.
- (3) T H A T a further report be presented to Cabinet on conclusion of the consideration of the issue by the Scrutiny Committee (Economy and Environment).

Reasons for decisions

- (1) To note the current street lighting position.
- (2) To seek the views of the Scrutiny Committee(Economy and Environment) before progressing with options.

- (3) To allow Cabinet to determine the way forward after taking into account the views of the Scrutiny Committee (Economy and Environment).

C3161 VALE OF GLAMORGAN COUNCIL HOUSING – POLICY ON APPLICATION OF THE WELSH HOUSNG QUALITY STANDARD (HBMCS) (SCRUTINY COMMITTEE – HOUSING AND PUBLIC PROTECTION) -

Cabinet was presented with a policy on Application of the Welsh Housing Quality Standards (WHQS), as required by Welsh Government. As a housing landlord the Council had a statutory duty to meet WHQS and had set a target to achieve the standard in 2017. To achieve this standard, the Council was following the guidance set out in comprehensive documents produced by the Welsh Government.

There was potential within the guidance for a difference of interpretation by social landlords in meeting the requirements of WHQS. The Welsh Government had requested each social landlord to provide a policy on its application of the standard.

A consultation event had been held with tenants to obtain feedback on how tenants would wish the guidance to be interpreted. This feedback had been used to develop the policy that was attached to the report at Appendix 1.

The policy provided the Council's application of the Welsh Housing Quality Standard as it would be applied to all its own housing stock and this should be read in conjunction with the guidance provided by Welsh Government on application of the standard. A copy of the standard was provided at Appendix 2 attached to the report.

Within the policy was a 'Certificate of Compliance' which had to be provided to each tenant when they commence a new tenancy. This certificate provided confirmation the property met WHQS and where this is not possible, the certificate provided details of all 'acceptable fails' recorded at the property.

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; 'Vale of Glamorgan Council Housing – Policy on Application of the Welsh Housing Quality Standard', attached at Appendix 1 to the report be noted.

- (2) T H A T the report be referred to Scrutiny Committee (Housing and Public Protection) for consideration and comment.
- (3) T H A T the matter be referred back to Cabinet for approval on completion of resolution 2 above.

Reasons for decisions

- (1) To review the draft 'Vale of Glamorgan Council Housing – Policy on Application of the Welsh Housing Quality Standard' as required by the Welsh Government, to enable the matter to be considered by the appropriate Scrutiny Committee.
- (2) To permit the matter to be considered by the appropriate Scrutiny Committee.
- (3) To allow Cabinet to agree the policy with the benefit of all relevant Scrutiny Committee comments.

C3162 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.

C3163 EUROPEAN UNION REFERENDUM AND WELSH LOCAL GOVERNMENT ASSOCIATION POSITION (L) (SCRUTINY COMMITTEE – CORPORATE RESOURCES) –

Matter which the Chairman had decided was urgent by reason of the need to make an urgent decision.

Cabinet was advised of the receipt of correspondence from the Welsh Local Government Association (WLGA) in respect of the European Union (EU) referendum and to adopt a position in relation to the referendum.

The WLGA Co-ordinating Committee received a report on 24 March, 2016 which updated Members on the referendum on UK membership of the EU. A copy of a recent letter dated 15 April, 2016 from Councillor Bob Bright (spokesperson on European Affairs) sought feedback on the stance being adopted by individual Councils in the run up to the EU Referendum.

Copies of the letter and attached proforma for feedback and the report to the Coordinating Committee were attached at Appendix 2 to the report.

The attached proforma sought feedback on whether the authority had adopted or planned to adopt a final position on the issue of the EU Referendum. The first issue to consider was therefore whether the authority ought to adopt a stance and the report recommended that the authority support the WLGA stance and commitment for the UK to remain a member of the EU.

The proforma also sought further details on a number of questions (2 through to 6) and an attempt had been made to provide a draft response for the consideration of Cabinet. In summary reference was made to:

- The fact that the steps taken by the authority in publicising the referendum would be those normally taken in relation to any election or referendum.
- That it would be a matter for individual members to support and/or promote any campaigns. However, in doing so it would be appreciated that council facilities were not to be used for party political or campaigning purposes.
- That the activities planned as part of Europe Day would not differ from any other year.
- Examples were also given as to how the EU membership had benefited the economy of the Vale of Glamorgan area as well as other benefits (questions 5 and 6).

At the meeting the Counting Officer left the room and took no part in any discussions that took place on this matter.

After this item was presented, the Cabinet Member for Visible and Leisure Services stated that he would abstain from voting on this matter as he felt he did not have enough information to make an informed decision, he added that in his opinion the EU Referendum was distracting from the forthcoming Welsh Government Elections.

All other Members of the Cabinet confirmed that they supported the Welsh Local Government's stance on staying in the European Union in the forthcoming Referendum and were happy to refer the report to Council for consideration.

This was a matter for Executive and Council decision

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

RESOLVED –

- (1) T H A T subject to consideration by Council on 27 April, 2016 the Welsh Local Government Association stance in relation to supporting the EU Referendum be supported.
- (2) T H A T subject to consideration by Council on 27 April, 2016 the proposed response to the Welsh Local Government Association attached at Appendix 1 to the report be approved.
- (3) T H A T the use of Article 14.14 of the Council's Constitution (urgent decision procedure) be authorised to submit the report to Council on 27 April, 2016.

Reasons for decisions

- (1) To consider the Council's stance in relation to the EU referendum.
- (2) To agree a proposed response to the WLGA.
- (3) To enable the matter to be considered by Council on 27 April, 2016.