

CABINET

Minutes of a meeting held on 3 April, 2017.

Present: Councillor N. Moore (Chairman), Councillor L. Burnett (Vice – Chairman);
Councillors: B.E. Brooks, P. G. King and G. John.

C3514 MINUTES –

At the meeting the Leader raised the following points of accuracy regarding the minutes from the last meeting.

Minute No C3498 – Local Authority Governor’s Advisory Panel –

“RESOLVED – T H A T the minutes of the Local Authority Governor’s Advisory Panel meeting held on 8th March, 2017 be noted”.

This should have read approved rather than noted.

Minute No C3502 – Barry Island Beach Huts –

RESOLVED –

(1) T H A T the contents of the report be noted.

This should have read

(1) T H A T the Beach Huts Policy for 2017 /18 be endorsed.

RESOLVED – T H A T the minutes of the meeting held on 20 March, 2017 as amended be approved as a correct record.

C3515 DECLARATIONS OF INTEREST –

No declarations were received.

**C3516 VALE OF GLAMORGAN COUNCIL ANNUAL SELF-ASSESSMENT
(L) (SCRUTINY COMMITTEES – ALL) -**

Cabinet was provided with a strategic self-assessment of the Council's performance for the period April 2015 - December 2016 that identified the Council's achievements and key priorities for 2017/18.

Historically the Council had undertaken the self-assessment of its services as part of the service planning process to inform its priorities and areas for improvement. This was primarily performance focused and undertaken on a directorate-by-directorate basis.

This year's Annual Self-Assessment presented a significant departure from the way in which the annual performance assessment had been conducted in the past. The development of a more outcome-focused Corporate Plan in line with the Council's duties under the Well-being of Future Generations (Wales) Act and the alignment of Committee structures to the approach had necessitated the need to refine how the Council undertook the self-assessment process.

The Vale of Glamorgan Council Annual Self-Assessment could be viewed via the following link on the Council's Website:

[http://www.valeofglamorgan.gov.uk/Documents/ Committee%20Reports/Cabinet/2017/17-04-03/Appendices/All-Appendices.pdf](http://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2017/17-04-03/Appendices/All-Appendices.pdf)

This was the first year of reporting performance against the Corporate Plan 2016-2020 and consequently progress was only available for three quarters of the year. It was therefore not possible to undertake and present the Annual Council Self-Assessment fully by the Corporate Plan Well-being Outcome areas. In light of this, for this year the report drew together the most recent evidence available at the time from service-based position statements, which was attached at Appendix C to the report, and also included progress to date in achieving Corporate Plan Well-being Outcomes and Corporate Health priorities, Annual Improvement Report incorporating the findings of Corporate Assessment and reports by other external regulators.

In future, the Corporate Plan Well-being Outcomes would form the framework for evaluating performance and achievements, thus enabling the Council to demonstrate its ability to achieve positive outcomes for our residents and secure continuous improvement. These would be supported by service based position statements covering all Council services.

The annual Self-Assessment identified a series of actions to drive improvement in the following year. A summary of progress to date in relation to the priorities identified in last year's Annual Self-Assessment was provided in the Corporate Improvement Action Plan attached at Appendix A to the report. Of the 57 actions identified, 32 had been completed and 25 were ongoing.

The monitoring of the Corporate Improvement Action Plan had this year been incorporated into the Insight Board's remit (the newly developed governance group that was the primary channel through which all integrated planning related activities were reviewed and monitored on a monthly basis by Council officers.) The Insight Board was created to enhance and streamline the corporate governance arrangements related to integrated planning activities and reports to Corporate Management Team (CMT) and Cabinet. During the year, the Council was assessed by the Wales Audit Office through the Corporate Assessment process. Appendix B attached to the report provided the progress to date in relation to all priorities including the proposals for Improvement identified in the Wales Audit Office's Corporate Assessment undertaken of the Council in 2016.

The Self-Assessment process was used to identify priorities for the coming year that were implemented via Service Plans for 2017/18. In addition, the Corporate Health priorities would feed into the work of the Insight Board to ensure an integrated approach to planning for improvement. Work had already commenced in implementing some of these priorities, which incorporated existing areas of improvement activity.

The Council's self-assessment process would continue to evolve in line with the wider Local Government agenda as proposed in the recent draft Local Government (Wales) Bill and the Well-being of Future Generation (Wales) Act. In this respect, the annual Self-Assessment set out the Council's key priorities for improvement and would be published and made available to the Council's regulators to inform their work programme.

The report also contained a summary of the Scrutiny Committee Recommendations.

The Annual Self- Assessment had been discussed at all Scrutiny Committees between 13 and 21 March, 2017 and was now being presented to Cabinet for final approval. The outcome of Scrutiny Committee discussions were detailed below.

- The Healthy Living & Social Care Scrutiny Committee agreed the service priorities identified for their respective Well-being Outcome area and endorsed them as the basis for service planning for 2017/18 onwards.

Having considered the priorities for their respective Well-being Outcome area, the Environment & Regeneration Scrutiny Committee endorsed the Self-Assessment as the basis for service planning for 2017/18 onwards.

- The Homes and Safe Communities Scrutiny Committee endorsed the Self-Assessment as the basis for service planning for 2017/18 onwards.
- The Learning & Culture Scrutiny Committee endorsed the report and considered that the Self-Assessment was a good and useful corporate document.
- The Corporate Performance & Resources Scrutiny Committee noted and endorsed the Council's Self-Assessment.

At the meeting the Leader welcomed the comments and recommendations from the Scrutiny Committees that were outlined in paragraphs 17 – 22 of the report, which indicated that all Scrutiny Committees had endorsed the Council's Annual Self – Assessment of the Council's performance for the period April 2015 - December 2016 that identified the Council's achievements and key priorities for 2017/18. He also thanked staff for their hard work on developing the self-assessment, and the Scrutiny Committees for their Scrutiny of 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 Council's Annual Self-Assessment Report including identified priorities for 2017/18 onwards be endorsed.

Reason for decision

To meet the requirements of the Local Government (Wales) Measure 2009 to undertake a self-assessment of all Council services and use the information as the basis to drive continuous improvement of Council services.

**C3517 VALE OF GLAMORGAN COUNCIL SERVICE PLANS 2017-2021 (L)
(SCRUTINY COMMITTEES – ALL) -**

Approval was sought for the Council's Service Plans (2017-2021).

In line with the new Corporate Plan and performance management arrangements, the service planning process for 2017/18 commenced with a self-assessment process of local authority activities as required under the Local Government (Wales) Measure for the previous year.

Service Plans for 2017-21 specifically identified how each Head of Service would contribute towards achievement of Corporate Plan Well-being Outcomes by asking two questions:

- "Which Well-being Objectives does the service contribute to and what actions will we be taking this year to achieve these?"
- "How will we manage our resources to achieve these actions and support our service?"

The Self-Assessment provided a position statement for the Council and individual service areas. The Self-Assessment process also proactively identified improvement actions. These actions had been used in the development of Service Plans for 2017-21.

This year, members of Scrutiny Committees were presented with both the Self-Assessment and Service Plans at the same meeting in March to enable them to effectively scrutinise the basis upon which the Service Plans had been developed and also took into account the Scrutiny Committee timetable changes arising from the timing of the Local Government Elections for 2017.

All Scrutiny Committees were requested to confirm they were content that the information contained within the self-assessment was an accurate reflection of performance in the previous year and that the actions for improvement identified were relevant to be carried forward to Service Plans for 2017-21.

All Service Plans could be viewed at the following link:

http://www.valeofglamorgan.gov.uk/Documents/_Committee%20Reports/Cabinet/2017/17-04-03/Appendices/Service-Plans-Appendix-1.pdf

The reports also contained a summary of Scrutiny Committee recommendations which were as follows;

The Healthy Living & Social Care Scrutiny Committee made the following recommendations:

- (1) That the Adult Services, Children and Young People Services, Business Management and Innovation and Visible Services and Transport Service Plans for 2017-21 be endorsed.
- (2) That Cabinet be advised that actions relating to Welsh Language Provision and Equality have a more broader level of responsibility and should also be reported to the Committee.
- (3) That Cabinet be advised that the order of risks, as highlighted in the Risk Evaluation section, be reversed so that the highest areas of risk come first.

Reasons for recommendation:

- (1) To confirm the Service Plans as the primary documents against which performance for the Corporate Plan Well-being Outcome 4 will be measured.
- (2) To advise Cabinet of the Committee's view in relation to the broad level of responsibility regarding the provision of Welsh Language and Equalities.
- (3) To advise Cabinet of the Committee's view regarding the order of the Risk Evaluation.

In relation to the proposed recommendations from the Health Living & Social Care Scrutiny Committee, it was noted that all Service Plans incorporated their contribution to the Corporate Plan priorities around Welsh language and Equalities respectively, with progress reported on a quarterly basis to the Learning & Culture Committee which held the remit for this subject matter. This provided an overview of the Council's progress in achieving its key Well-being Objective related to, 'Valuing culture and diversity' and this information was readily available for Members to view. This approach (as endorsed by Cabinet on 25 April, 2016) reflected the move away from the previous "service-focused" scrutiny arrangements to the current focus on cross-cutting Well-being Outcomes and Objectives contained in the Corporate Plan. It also helped to minimise duplication of reporting.

The Environment & Regeneration Scrutiny Committee endorsed the Service Plans for Regeneration & Planning and Visible Services & Transport for 2017-21.

The Homes and Safe Communities Scrutiny Committee made the following recommendations:

- (1) That the Committee endorses the Service Plans for Performance and Development, Regeneration and Planning, Housing and Building Services, Children and Young People Services for 2017-21.

- (2) That the Committee receives the sickness statistics, split out into both long and short term, on a quarterly basis.
- (3) That the Committee receive a report on digital inclusion and Creative Rural Communities.
- (4) That the Accommodation with Care for Older People strategy be brought to a future meeting of the Committee.

Reasons for Recommendations:

- (1) To confirm the Service Plans as the primary documents against which performance for the Corporate Plan Well-being Outcome 1 will be measured.
- (2) To ensure that the Committee is updated in relation to sickness absence levels in the relevant service areas within the Committee's remit.
- (3) In order to apprise the Committee in regard to the work carried out in these two service areas.
- (4) In order to apprise the Committee in regard to this strategy.

The Learning & Culture Scrutiny Committee endorsed the Service Plans for 2017-21 for Performance and Development, Regeneration and Planning, Strategy, Community Learning & Resources and Achievement for All.

The Corporate Performance & Resources Scrutiny Committee endorsed the Service Plans for Human Resources, Legal Services, Finance, ICT, Performance & Development and Democratic Services for 2017-21.

At the meeting the Leader and Cabinet noted and accepted the comments and recommendations made by each of the Scrutiny Committees that were outlined in paragraphs 10 – 16 of the report. He further commented that each of the Scrutiny Committees recommendation requests could be included in their respective work programmes and thanked staff for their hard work on developing the service plans, and the Scrutiny Committees for their scrutiny of their respective service area plans.

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 Service Plans for 2017-21 be approved.

Reason for decision

To confirm the Service Plans as the primary documents against which performance for the Corporate Plan Well-being Outcomes and Corporate Health would be measured and to ensure the Service Plans and planned activities for 2017-21 reflected the Corporate Plan Well-being Outcomes and Corporate Health Priorities.

C3518 TARGET SETTING FOR 2017-18 (L) (SCRUTINY COMMITTEES – ALL) -

Cabinet was presented with the proposed target setting for improvement for 2017-18.

The report presented the proposed targets aligned with the Council's Well-being Outcomes and Corporate Health priorities as outlined in the Corporate Plan 2016-2020. Appendix 1 attached to the report outlined the proposed targets and included all relevant performance indicators that fit within the remit of the Council's Scrutiny Committees. Targets had been set for those performance indicators that were continuing into 2017-18.

Target setting for 2017-18 was being undertaken earlier (at Q3) compared to previous years in order to align the process with the service planning process. This enabled targets to be considered in the context of priorities and resources as outlined in 2017/18 Service Plans. In addition, the process for signing off targets had been revised. Previously, targets had been challenged by the Council's Performance Team, Corporate Management Team, Scrutiny Committees and Cabinet. This year, following sign off by the respective Sponsoring Director for each Well-being Outcome, targets were being reported directly to Scrutiny Committees for challenge and thereafter to Cabinet for ratification. This was in line with the Wales Audit Office's Proposal for Improvement from its Corporate Assessment of the Vale of Glamorgan Council in August 2016.

As part of the target setting process for 2017-18, a review had been undertaken of the existing Corporate Performance Measures (CPMs) aligned to the Corporate Plan Well-being Outcomes and Corporate Health priorities. This ensured that the measures in place provided the best representation of the activities/outcomes required. It would also ensure that data would be available on a quarterly basis for a set of key measures for each Well-being Outcome area thus enabling a balanced assessment of performance each quarter. The proposed measures and targets for 2017-18 had been considered by the Member Working Group on 9 March, 2017 as part of the ongoing development of the Council's performance management arrangements.

The report also included a summary of Scrutiny Committee Recommendations.

Proposals for improvement targets for 2017/18 had been discussed at the relevant Scrutiny Committees and were now being presented to Cabinet for final approval. The outcome of Scrutiny Committees discussions were detailed below.

The Healthy Living and Social Care Scrutiny Committee endorsed the proposed targets for 2017/18.

The Environment & Regeneration Scrutiny Committee endorsed the report and the proposed targets and deletions for 2017/18.

The Homes and Safe Communities Scrutiny Committee made the following recommendations:

- (1) That the Committee endorsed, via recommendation to Cabinet, the proposed targets for 2017-18 aligned to Well-being Outcome 1 priorities.
- (2) That the Committee endorsed the proposed deletions and amendments, with the exception of PI CPM/120, 'The percentage of all domestic violence incidents which are repeat offences'.

Reasons for recommendation:

- (1) To ensure the Council reports a relevant set of performance indicators against which it can demonstrate achievement of its Well-being Outcomes and consistently sets challenging yet realistic performance improvement targets for those priorities in line with requirements under the Local Government (Wales) Measure 2009.
- (2) The Committee was of the view that the PI CPM/120 was of value and should continue to be reported.

The Learning & Culture Scrutiny Committee endorsed the report and the proposed targets and deletions for 2017/18.

The Corporate Performance & Resources Scrutiny Committee noted the proposed targets and deletions for 2017/18.

At the meeting the Leader and Cabinet noted and accepted the comments and recommendations made by each of the Scrutiny Committees that were outlined in

paragraphs 19 – 25 of the report which indicated that all Scrutiny Committees had endorsed the proposals for target setting for 2017/18. In regards to the recommendations of the Homes and Safe Communities Scrutiny Committee, the Leader discussed PI CPM/120 with the Director of Environment & Housing Services. The Director stated that the information for PI CPM/120 was provided by the police and was sometimes unsuitable for use as a performance indicator. The Leader suggested this important matter be instead included in the Scrutiny Committee work programme.

The Cabinet Member for Regeneration and Education noted the hard work of the Scrutiny Committees on this matter, even scheduling meetings earlier in order to ensure appropriate scrutiny was given to the corporate planning processes for the forthcoming year. She noted that the relevant items considered on the Cabinet agenda were interrelated, enabling a more joined up approach and effective challenge of the Council's performance framework including target setting in order to drive continuous improvement.

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 proposed targets for improvement for 2017-18 aligned to the Corporate Plan Well-being Outcomes and Corporate Health be endorsed.

Reasons for decisions

To ensure the Council consistently sets challenging yet realistic performance improvement targets in relation to the Corporate Plan Well-being Outcomes and Corporate Health priorities in line with requirements under the Local Government (Wales) Measure 2009.

C3519 VALE OF GLAMORGAN WELL- BEING OBJECTIVES AND IMPROVEMENT PLAN PART 1 (IMPROVEMENT OBJECTIVES 2017/18) (L) (SCRUTINY COMMITTEES – ALL) -

Endorsement was sought of the Council's proposed approach to discharging its duties in relation to the Local Government (Wales) Measure 2009 and the Well-being of Future Generations (Wales) Act 2015 to publish Well-being Objectives and annual Improvement Objectives.

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

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 sets out the Council's Well-being Outcomes and Objectives for the next four years as well as its vision and values with reference to the Well-being of Future Generations (Wales) Act 2015.

Significant work had been undertaken to ensure that the Council's Well-being Objectives and priority actions reflected the key priorities for the Vale of Glamorgan, thus ensuring the Council was focusing on the areas in need of the most improvement and those of greatest impact to our residents' well-being. These priorities were also reflected in the Council's Service Plans for 2017-21.

Having reviewed progress made to date in relation to the Corporate Plan Well-being Outcomes and corresponding objectives as part of the annual Council Self-Assessment for 2017, the priorities that had been set continued to be relevant priorities for the Council going forward into 2017/18. This had been reinforced by:

- Positive support for the Well-being Outcomes and Objectives identified in the Corporate Plan consultation undertaken in 2016.
- Findings from budget consultations for 2016/17 which had positive support for the Council's priorities and the Corporate Plan Well-being Outcomes and associated Objectives.
- Initial findings from the Public Services Board's (PSB) Well-being Assessment which had been informed by a wide range of data and engagement. The four areas which the PSB had identified as the focus of further work were: tackling inequalities, protecting and enhancing the environment, improving how the Council engaged with local communities and ensuring young children had a good start in life.
- Initial findings from budget consultation for 2017/18, showed that residents were sympathetic and supportive of the ways in which the Council was proposing to meet its financial challenges and the priorities it had identified for the future.
- Review of the impact of the Council's achievements to date in relation to the Corporate Plan Well-being Outcomes and Objectives, that is, 'What difference had we made?'

- Public Opinion Survey 2017. Overall satisfaction with Council services had improved to 92% in 2016/17 compared with 84% in 2014/15. 97% of residents were either very satisfied or satisfied with the Vale of Glamorgan as a place to live. The consultation findings showed that residents were sympathetic and supportive of the ways in which the Council was proposing to meet its priorities and financial challenges. It also showed that the changes to services that had been made due to the level of savings required had not had a detrimental effect on residents' satisfaction with services. Generally, residents were very happy living in the Vale of Glamorgan and with the services delivered by the Council.

The Council published its Corporate Plan Well-being Outcomes and Objectives in April 2016, ahead of the requirements of the Act and were currently working towards producing an integrated Well-being Annual Report and Performance Assessment for 2016/17. This would ensure that the Council discharged its duties under the Local Government (Wales) Measure to publish a Performance Assessment (annual review of Performance) by 31 October and produce a Well-being Annual Report under the Well-being of Future Generations (Wales) Act. By undertaking this work ahead of the required timescales, it would enable the Council to develop and further refine its outcome focused approach to reporting performance, whilst reflecting its statutory requirements.

The report also provided a Summary of Scrutiny Committee Recommendations.

The Council's Well-being Objectives (Improvement Objectives 2017/18) had been discussed at all Scrutiny Committees and were now being presented to Cabinet for final approval.

The Healthy Living & Social Care Scrutiny Committee endorsed the proposed approach to meet the requirements of the Well-being of Future Generations (Wales) Act 2015 and the Local Government (Wales) Measure 2009 and the Corporate Plan Well-being Objectives and associated priority actions for 2017/18 as the Council's Improvement Objectives for 2017/18.

The Environment & Regeneration Scrutiny Committee endorsed the report's three recommendations in order for the Council to meet requirements of the Well-being of Future Generations (Wales) Act 2015 and the Local Government (Wales) Measure 2009 and requested that Cabinet be informed accordingly.

The Homes and Safe Communities Scrutiny Committee endorsed the Vale of Glamorgan Well-Being Objectives and Improvement Plan Part 1 (Improvement Objectives 2017/18).

The Learning & Culture Scrutiny Committee welcomed the report and endorsed the three recommendations and requested that Cabinet be informed accordingly.

The Corporate Performance & Resources Scrutiny Committee noted and endorsed the report's three recommendations and requested that Cabinet be informed.

At the meeting the Leader and Cabinet noted and accepted the comments and recommendations made by each of the Scrutiny Committees that were outlined in paragraphs 21 – 26 of the report, which indicated that all Scrutiny Committees had endorsed the proposals for discharging its duties in relation to the Local Government (Wales) Measure 2009 and the Well-being of Future Generations (Wales) Act 2015 to publish Well-being Objectives and annual Improvement 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 Corporate Plan Well-being Objectives be endorsed as the Council's Well-being Objectives for the purposes of the Well-being of Future Generations (Wales) Act 2015.
- (2) T H A T the Corporate Plan Well-being Objectives and associated priority actions for 2017/18 be endorsed as the Council's Improvement Objectives for 2017/18.

Reasons for decisions

- (1) To ensure the Council met the requirements of the Well-being of Future Generations (Wales) Act 2015 to publish its Well-being objectives by 31 March, 2017.
- (2) To ensure the Council continued to meet the requirements of the Local Government (Wales) Measure 2009 to set annual improvement priorities for 2017/18.

C3520 QUARTER 3 (2016-17) CORPORATE PLAN PERFORMANCE REPORT (L) (SCRUTINY COMMITTEE – CORPORATE PERFORMANCE AND RESOURCES) -

Cabinet was presented with the performance results for quarter 3, 1 April - 30 December, 2016 for the Corporate Plan Well-being Outcomes and overall Corporate Health.

The Council's Performance Management Framework was the mechanism through which the Council's key priorities and targets were monitored and realised in order to secure continuous improvement.

As part of the review of its Performance Management Framework, the Council had this year adopted a new Corporate Plan (2016-20) which reflected the requirements of the Well-being of Future Generations (Wales) Act 2015 and identified 4 Well-being Outcomes and 8 Objectives for the Council.

In order to ensure a more cross-cutting approach to scrutinising the Well-being Outcomes in the Corporate Plan and to reduce potential for duplication, the remits of Scrutiny Committees had been re-aligned with the Well-being Outcomes contained in the Corporate Plan with performance reporting revised to reflect these arrangements.

Appendix 1 attached to the report provided detailed information related to the Service Plan actions which had contributed to Corporate Plan actions.

Appendix 2 attached to the report provided detailed performance indicator information relating to each of the Well-being Outcomes and the Corporate Health priorities. It was noted that new annual and quarterly reported performance indicators had been introduced as part of the Council's revised Performance Management Framework and for a number of these data would not be available as this year would be used to establish baseline performance.

This was the first year of reporting against the new Corporate Plan and the Council would continue to develop key measures to ensure these most accurately reflected the Council's Corporate Plan outcomes.

A detailed report outlining the progress at the end of quarter 3 towards achieving the Corporate Plan Wellbeing Outcomes and Corporate Health priorities could be viewed at the following link:

[http://www.valeofglamorgan.gov.uk/Documents/ Committee%20Reports/Cabinet/2017/17-04-03/Appendices/Quarter-3-Appendix.pdf](http://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2017/17-04-03/Appendices/Quarter-3-Appendix.pdf)

At the meeting, the Cabinet Member for Regeneration and Education highlighted paragraph 48 of the report, which stated that “We have completed the building for Ysgol Y Ddraig as part of the Llantwit Major Learning Community and building work at Llantwit Major Comprehensive School is on course to meet the target of opening in 2017”. The Cabinet Member commented that work on the Llantwit Major Comprehensive School had actually been completed ahead of the target schedule and the excellent facility opened ahead of target in February 2017.

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 progress to date in achieving key outcomes in line with the Corporate Plan Well-being Outcomes and Corporate Health be noted and endorsed.
- (2) T H A T the performance results and remedial actions to be taken to address areas of underperformance and to tackle the key challenges identified be noted and endorsed.

Reasons for decisions

- (1) To ensure the Council clearly demonstrated the progress being made towards achieving its Corporate Plan Well-being Outcomes aimed at making a positive difference to the lives of Vale of Glamorgan citizens.
- (2) To ensure the Council was effectively assessing its performance in line with the requirement to secure continuous improvement outlined in the Local Government Measure (Wales) 2009 and reflecting the requirement of the Well-being of Future Generations (Wales) Act that it maximised its contribution to achieving the well-being goals for Wales.

C3521 ICT STRATEGY (L) (SCRUTINY COMMITTEE – CORPORATE PERFORMANCE AND RESOURCES) -

Cabinet approval was sought for the Council's ICT Strategy 2017-2021

The Council's ICT Strategy was last published in 2010. The majority of recommendations and actions contained in that strategy had now been completed or superseded. As part of the Council's integrated planning activities, a revised ICT Strategy had been prepared to cover the next four year period (2017–2021). The strategy was attached at Appendix A to the report.

As part of the Council's reshaping services a Digital Strategy was being developed by a cross-directorate team in order to describe the role digital technology could have in providing services. An outline draft of the Digital Strategy was attached at Appendix B to the report. It was intended that this would be further refined (and actions for delivery identified) shortly, with a view to reporting to Cabinet in the spring of 2017. The Council's budget contained indicative savings associated with the digital workstream of the Reshaping Services programme equating to £250K in 2018/19 and 2019/20.

The ICT Strategy would be monitored via the Council's established performance management arrangements. An annual review would be undertaken and actions for delivery reflected in relevant service plans, notably the ICT service's annual service plan.

After presenting this item, the Leader noted the contribution of ICT to the Reshaping Services Strategy and noted that the Digital Strategy was still being developed. He also commented that the proposed increase in staff had been discussed on social media with misleading information. He stated that while the number of staff was proposed to increase from 43 to 50, an initial saving of £161k would be realised.

The Cabinet Member for Building Services, Highways and Transportation commented that the increased usage of ICT could realise savings on printing, postage and recycling of Council Committee Papers.

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 ICT Strategy for the Council for the period 2017-2021 as attached at Appendix A to the report be approved.

Reason for decision

To enable the Council to put in place an ICT Strategy to support the delivery of the Council's priorities.

C3522 SUPPLY OF END USER HARDWARE AND ASSOCIATED SERVICES (L) (SCRUTINY COMMITTEE – CORPORATE PERFORMANCE AND RESOURCES) -

Approval was sought to sign a Memorandum of Understanding (MoU) with the National Procurement Service (NPS).

The Council had been procuring desktop computers and associated hardware under a Value Wales framework agreement for the last 4 years. This followed a mini competition run by the Council and resulted in the appointment of Computacenter to supply the Council with hardware from Lenovo.

The National Procurement Service for Wales (NPS) had now launched a new framework agreement for the supply of End User Hardware and Associated Services NPS-ICT-0019-15 Lot 4 and was prepared to run a mini competition on behalf of a number of public sector bodies, collaboratively, to ensure best value for money.

The public sector bodies taking part in the procurement include Bridgend, Merthyr, Rhondda Cynon Taff, Neath Port Talbot Councils and National Resources Wales (NRW)

In order to take part in the mini competition being run by NPS the Council would have to agree to a Memorandum of Understanding (MoU) with NPS which set out the roles and responsibilities of both parties and committed the Council to buying through the framework agreement. A copy of the MoU was attached as Appendix A to the report and a guide to the Framework Agreement was attached at Appendix B to the report.

The range of hardware included desktop computers, laptops, monitors and a Windows tablet.

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 delegated authority be granted to the Head of Legal Services to sign the Memorandum of Understanding attached at Appendix A to the report with The National Procurement Service for Wales.
- (2) T H A T a new contract for the supply of End User Hardware and Associated Services be awarded by The National Procurement Service for Wales on the most economically advantageous terms to the Council for the next three years.
- (3) T H A T delegated authority be granted to the Head of Legal Services to sign a call off contract under the framework agreement.

Reasons for decisions

- (1) To allow the Council to participate in the procurement process.
- (2) To allow the award of the contract.
- (3) To have an appropriate contract in place for the supply of desktop computers and associated hardware and services.

C3523 STRONG COMMUNITIES GRANT FUND (L) (SCRUTINY COMMITTEE – CORPORATE PERFORMANCE AND RESOURCES) -

Approval was sought for the establishment of a Strong Communities Grant Fund.

In October 2016, Cabinet approved a series of recommendations regarding grants to community and voluntary organisations.

These recommendations included, as a basis for consultation and further development, that the Small Community Grants and Voluntary Action Scheme Grants be replaced with a new Community Grants Scheme from 2017/18. To enable this to happen in a timely way, Cabinet approved proposals regarding the operation of these schemes for the remainder of 2016/17. Cabinet agreed that proposals should be developed with regard to ways of operating a Community Grants Scheme and that the Voluntary Sector Joint Liaison Committee should consider options

ahead of a further report being brought to Cabinet for consideration in due course. The report provided Cabinet with a description of the work undertaken to date and set out a proposal for the operation of a new Community Grants Scheme, the Strong Communities Grant Fund.

Proposals for the way in which the Strong Communities Grant Fund could operate were referred to the Voluntary Sector Joint Liaison Committee in February 2017 as a basis for discussion as to how the fund could operate. The report to the Committee was referenced in the Background Papers of the report. The minutes from the Voluntary Sector Joint Liaison Committee's meeting were attached at Appendix A to the report.

The views of the Committee had been considered and reflected in the proposals for the Strong Communities Grant Fund which was described below.

The Strong Communities Grant Fund

The purpose of the Strong Communities Fund was to enable community groups, the voluntary sector and Town and Community Councils to apply for revenue and capital funding that promoted initiatives within the Vale of Glamorgan consistent with the Council's vision of "Strong communities with a bright future".

Eligible schemes would include those which were seeking funding to:

- Improve the resilience of organisations/groups or their activities by funding activities which added value to their work and reduced their reliance on grant funding in the future;
- Provide seed corn funding towards initiatives that could demonstrate longer term sustainability;
- Undertake consultation, feasibility, design and other specialist work to develop proposals for future activity and funding bids;
- Meet the capital costs of schemes by purchasing plant, machinery, equipment or other assets or undertaking maintenance work that would enable viable services to be provided, for example, through increased income generation potential.

Applications solely for the funding of core costs of an organisation would not be eligible. Funding towards activities that generated funding to cover these costs would be considered.

Applications from Town & Community Councils for revenue funding would only be considered where they demonstrated that they were a joint bid with a voluntary/community group.

The eligibility criteria would be developed by the Evaluation Panel and publicised to prospective applicants.

At the meeting, the Cabinet Member for Regeneration and Education commented that she was pleased that the various funding streams were being brought together to leverage greater resources and provide more unified support to Community Councils and Organisations.

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 and the reference from the Voluntary Sector Joint Liaison Committee meeting held on 8 February, 2017 relating to this matter attached at Appendix A to the report be noted.
- (2) T H A T the proposed approach to the development and operation of the Strong Communities Grant Fund as described in the report be approved.
- (3) T H A T the commencement of the Strong Communities Grant Fund during the 2017/18 financial year be approved.
- (4) T H A T a copy of the report be sent to all Town and Community Councils and be referred to the next Community Liaison Committee.
- (5) T H A T Cabinet and the Voluntary Sector Joint Liaison Committee receive an update on the operation of the Grant Fund at the end of the 2017/18 financial year.

Reasons for decisions

- (1) To note the contents of the report and the views of the Voluntary Sector Joint Liaison Committee in reaching a decision.

- (2) To enable the Strong Communities Grant Fund to be developed and operated as described in the report.
- (3) To enable the Strong Communities Grant Fund to begin operation in the 2017/18 financial year.
- (4) To inform Town and Community Councils and the Community Liaison Committee of the Strong Communities Grant Fund.
- (5) To provide Cabinet and the Voluntary Sector Joint Liaison Committee with an evaluation of how the Fund had operated in the first year and to consider any changes required.

**C3524 THE COUNCIL'S RESPONSE TO THE WHITE PAPER
"REFORMING LOCAL GOVERNMENT: RESILIENT AND RENEWED" (L)
(SCRUTINY COMMITTEE – CORPORATE PERFORMANCE AND RESOURCES) -**

Approval was sought for the Council's proposed response to the White Paper "Reforming Local Government: Resilient and Renewed."

The White Paper attached at Appendix B to the report was the latest in a series of White Papers and draft legislation issued by Welsh Government in recent years proposing changes to local government. In the wake of the report of the Williams Commission a White Paper "Reforming Local Government" was published in July 2014, followed by "Reforming Local Government: Power to Local People" in February 2015 and a Draft Local Government Bill in November 2015. The documents all contained varying proposals for the merger of Councils (as well as other changes to the running of Councils and elections) but none ever made it to the statute book.

One of the main proposals made in the White Paper was that for certain services or functions, regional working should be made compulsory. A number of "tests" were listed to determine the appropriateness of regional working. If the tests were met then certain services - Economic Development, Transport and aspects of Land Use Planning and Building Control - would be delivered regionally, with the South East Wales region being the appropriate one for the Vale of Glamorgan. The Council's proposed response agreed that these strategic services could be suitable for regional delivery, which would be in line with similar arrangements being established for the Cardiff Capital Region City Deal.

A number of other services were listed which would need to be delivered in collaboration (Social Services, Education Improvement, Additional Learning Needs and Public Protection), but where the footprint for delivery was sub-regional and not prescribed. This would accord with the Council's existing flexible approach to collaboration, where the partners for each collaboration would vary to meet the circumstances of each service. It would also enable existing joint arrangements in respect of some existing services to continue and be developed further.

Finally, in relation to collaboration, other services were listed (Housing, Waste, Community Safety and Youth Justice, supporting and back office services) and views sought on the way forward. Again the Council's response argued for a flexible approach and the use of the "tests" mentioned above.

The Council's proposed response to the White Paper "Reforming Local Government: Resilient and Renewed." was attached at Appendix A to the report

After this item was presented, the Cabinet Member for Building Services, Highways and Transportation fully endorsed the proposed response to the White Paper. However he voiced concern that the White Paper suggested mandating changes to Local Government, as he felt that organic developments in collaborating services were more successful and supported by the public.

In agreement with his colleague and by way of example, the Leader commented that the Shared Regulatory Services and the Internal Audit Service were both successful collaborations that had developed without mandation.

The Cabinet Member for Visible, Leisure and Regulatory Services also voiced concerns that mandations could lead to top performing Councils being forced to merge with less well performing Councils.

Finally, the Cabinet Member for Regeneration and Education pointed out the benefits to considering strategic planning matters on a regional level and concluded that the Vale of Glamorgan Council had formed many positive collaborations without mandation.

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 Council’s proposed response to the White Paper “Reforming Local Government: Resilient and Renewed” attached at Appendix A to the report be submitted to Welsh Government.

Reason for decision

To apprise Welsh Government of its views on the matters included in the White Paper.

**C3525 SCHOOL ADMISSION ARRANGEMENTS 2018/2019 (RE)
(SCRUTINY COMMITTEE – LEARNING AND CULTURE) -**

Cabinet was advised of the outcome of the Council’s statutory consultation exercise on school admission arrangements for community schools in accordance with the Education (Determination of Admission Arrangements) (Wales) Regulations 2006.

The Council had a statutory duty to consult on school admission arrangements annually. The school admission arrangements had to be determined by 15 April, 2017 for implementation for the academic year 2018/2019.

The School Admissions Policy was issued for consultation on 16 January, 2017 to headteachers and chairs of governors of all schools in the Vale of Glamorgan, neighbouring local authorities and diocesan directors of education. The consultation period concluded on 1 March, 2017.

The Council was required to produce a draft School Admissions Policy each year for the subsequent school year’s admission round detailing school admission arrangements for all maintained schools in its area. The policy was available within the Council’s Parental Guide to School Admissions which was available on the Council’s website, at local libraries and all schools in the Vale of Glamorgan.

If approved, the admission arrangements detailed in the draft School Admissions Policy would be operational for the 2018/19 academic year.

At the meeting, the Leader requested for consistency that the Schools Admissions Policy for 2018/2019 document, attached at Appendix A to the report, be published with the Council’s corporate branding.

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 Schools Admissions Policy for 2018/2019, attached at Appendix A to the report, be approved to ensure that the statutory requirement to determine the policy by 15 April, 2017 was met.
- (2) T H A T the use of article 14.14 of the Council's Constitution (urgent decision procedure) be authorised in respect of resolution 1 above.

Reasons for decisions

- (1) To review school admission arrangements annually and to determine the arrangements for 2018/19 following appropriate consultation by 15 April, 2017.
- (2) To meet the 15 April, 2017 deadline.

C3526 SUPPORTING PEOPLE LOCAL COMMISSIONING PLAN 2017 – 2020 (HSCH) (SCRUTINY COMMITTEE – HOMES AND SAFE COMMUNITIES) -

Approval was sought to adopt the draft Supporting People Local Commissioning Plan 2017 - 2020 and submit the Plan to the Regional Collaborative Committee for the Vale of Glamorgan and Cardiff.

The Supporting People (SP) Programme was the policy and funding framework for delivering housing related support to vulnerable people in different types of accommodation and across all tenures.

The programme contributed to meeting the aims of 'Improving Lives and Communities - Homes in Wales' the National Housing Strategy and the ten year Homelessness Plan, with a strong emphasis on the prevention of homelessness. It also contributed to the Future Generations Act through its focus on prevention. Its importance was also recognised in the Housing (Wales) Act 2014 implemented in April 2015.

The Local Commissioning Plan outlined the evidence collected on the support needs of vulnerable people in 2015/16 and the existing services being delivered, in order to

evidence their continuation and the decisions on new service priorities for development.

The report was provided in draft to Cabinet on 28 November, 2016 (Minute No. C3378 refers). It was then referred to Scrutiny (Homes and Safe Communities) Committee on 7 December, 2016 (Minutes No. 584 refers) where it was accepted with no recommendations made to Cabinet.

A copy of the Local Commissioning Plan 2017 – 2020 was attached at Appendix 1 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 Supporting People Local Commissioning Plan 2017 - 2020 attached at Appendix 1 to the report be approved for submission to the Regional Collaborative Committee for the Vale of Glamorgan and Cardiff.

Reasons for decisions

To ensure that the Council complied with the requirements of the Supporting People Programme Grant (SPPG) Guidance (Wales) July 2012 (updated June 2013).

C3527 HOUSING BUSINESS PLAN 2017 (HSCH) (SCRUTINY COMMITTEE – HOMES AND SAFE COMMUNITIES) -

Approval was sought for the Housing Business Plan 2017 that was attached at Appendix A to the report.

The Welsh Government (WG) required all local authorities who retained their housing stock to submit annually an acceptable Housing Business Plan that incorporated a detailed financial forecast in the form of a 30 year financial model.

Average 2017/18 rents were £90.77 calculated on a 52 week basis (equivalent 50 week average rent would be £94.40). Rents were assumed to increase by inflation plus 1.5% annually until 2018/19, when the increase would revert to inflation plus 1%. These assumptions were in line with WG Policy on Social Housing Rents.

The Major Repairs Allowance had not yet been allocated by Welsh Government. It had therefore been assumed in the Plan as £2.77m per annum, in line with the award for 2016/17. No inflation had been assumed on the grant.

The Plan was able to afford a new build and regeneration scheme of £28.02m in the first 5 years to 2021/22, and a further £177.65m in years 6-30.

All other revenue income and expenditure was based on the 2017/18 budget.

The provision for doubtful debts had remained at 6% of rental income to allow for the negative impact of Welfare Reform and in particular, Universal Credit on rent collection. The provision was increased to 6% originally in 2015/16 but was not required as the Universal Credit roll out did not occur. It was seen as prudent therefore, to maintain the provision with a reduction to 3% from Year 2 (2018/19) onwards.

The latest projections were attached at Appendix F(i) and F(ii) to the Business Plan. The total amount of debt outstanding in any year would not exceed £103.72m, which was the Limit on Indebtedness set during the HRA Subsidy Buy-out on 2 April, 2015.

A summary of the movement in the financial position was included in the table below:

	February 2016 Business Plan	February 2017 Business Plan	Difference
WHQS Target	April 2017	September 2017	Plus 6 Months
Revenue Surplus at year 30	£127.7m	£86.97m	−£40.73m
Repayment of Debt	Year 30	Year 28	2 Years
Peak Debt	£102.8m	£98.4m	−£4.4m

The main reason for the reduction in the revenue surplus was due to additional investment being allocated to the new build programme. The reduction in debt was due to additional revenue contributions being made available and thus reducing the need to use debt as a source of funding.

At the meeting, the Leader requested for consistency that the Housing Business Plan 2017 document attached at Appendix A to the report be published with corporate branding.

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 Housing Business Plan 2017 attached at Appendix A to the report be endorsed and forwarded to Council for approval.
- (2) T H A T the use of article 14.14 of the Council's Constitution (urgent decision procedure) be authorised to enable a draft copy of the Housing Business Plan 2017 to be sent to Welsh Government on 3 April, 2017 with the proviso that a final version would be sent following Council approval on 26 April, 2017.

Reasons for decisions

- (1) To obtain approval for the Housing Business Plan 2017.
- (2) To meet Welsh Government submission deadlines.

C3528 CUSTOMER SERVICE STRATEGY (HOUSING) (HSCH) (SCRUTINY COMMITTEE – HOMES AND SAFE COMMUNITIES) -

Approval was sought to finalise the Customer Service Strategy for public housing following its consideration by the Housing and Safe Communities Scrutiny Committee.

The Customer Service Strategy (Housing) was considered and endorsed by Cabinet on 14 November, 2016. It was then referred to the Homes and Safe Communities Scrutiny Committee for further consideration which subsequently took place on 7 December, 2016. The Strategy had been updated to reflect the comments made and now needed to be considered and approved by Cabinet.

The Customer Service Strategy (Housing) was attached at Appendix A to the report.

At the meeting the Cabinet Member for Housing, Social Care and Health, commented that all queries raised by the Homes and Safe Communities Scrutiny Committee had been considered and she was satisfied with the responses to their queries detailed in paragraph 4 of the report.

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 comments of the Homes and Safe Communities Scrutiny Committee and the minor changes to the draft Customer Service Strategy (Housing) attached at Appendix A to the report be noted and endorsed.
- (2) T H A T the Customer Service Strategy (Housing) attached at Appendix A to the report be adopted.
- (3) T H A T Cabinet and the Homes and Safe Communities Scrutiny Committee receive six monthly monitoring reports in relation to the Operational Delivery Plan for the Customer Service Strategy.

Reasons for decisions

- (1) To note the matters raised by the Scrutiny Committee and the minor changes proposed to the strategy previously endorsed by Cabinet.
- (2) To agree the final Strategy document.
- (3) To ensure the actions identified were progressed accordingly and that elected Members were kept suitably informed.

**C3529 CARRIAGEWAY PAVEMENT CONTRACT 2017-18 (BSHT)
(SCRUTINY COMMITTEE – ENVIRONMENT AND REGENERATION) -**

Approval was sought to award a new Carriageway Pavement Renewal Contract for 2017/18.

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 considered alongside the Part II report of the same title later on the agenda.

Reason for decision

To ensure compliance with the Council's Contract Standing Orders and Financial Regulations.

C3530 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.

**C3531 CARRIAGEWAY PAVEMENT CONTRACT 2017-18 (BSHT)
(EXEMPT INFORMATION – PARAGRAPHS 13, 14) (SCRUTINY COMMITTEE –
CORPORATE RESOURCES) -**

Approval was sought to award a new Carriageway Pavement Renewal Contract for 2017/18.

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 appointment of the Carriageway Pavement Renewal Contract 2017/18 to Tarmac Ltd, to effectively deliver the Council's highway surfacing programme, be approved.
- (2) T H A T delegated authority be granted to the Head of Legal Services to execute the associated contract documentation.

- (3) T H A T delegated authority be granted to the Director of Environment and Housing Services in conjunction with Cabinet Member for Building Services, Highways and Transportation to extend the Carriageway Pavement Renewal Contract for up to two years subject to agreement with the relevant contractor and the unit rates remaining the same. Baxter Indices are to be applied annually to affective unit rates if the contract is extended beyond 1 April, 2018

Reasons for decisions

- (1-3) To ensure compliance with the Council's Contract Standing Orders and Financial Regulations.