

## CABINET

Minutes of a meeting held on 15<sup>th</sup> April, 2019.

Present: Councillor J.W. Thomas (Chairman); Councillor T.H. Jarvie (Vice-Chairman); Councillors J.C. Bird, G.A. Cox, B.T. Gray, A.C. Parker and R.A. Penrose.

Also present: Councillor K.F. McCaffer.

### **C642 MINUTES -**

RESOLVED - T H A T the minutes of the meeting held on 1<sup>st</sup> April, 2019 be approved as a correct record.

### **C643 DECLARATIONS OF INTEREST -**

Councillor B.T. Gray declared an interest in relation to Agenda Item 11 – Grants to Voluntary Organisations. The nature of the interest was that for the past two years, he had been the Vale of Glamorgan Council representative on the board of the Cardiff and Vale Citizens Advice Bureau. He also indicated that he had recently been appointed to the Glamorgan Voluntary Service. Councillor Gray withdrew for this item, and did not speak or vote on the matter.

### **C644 JOINT CONSULTATIVE FORUM –**

The minutes of the Joint Consultative Forum held on 11<sup>th</sup> February, 2019 were submitted.

Present: Mrs. J.E. Charles (Chairman); Councillors Mrs. P. Drake, B.T. Gray, S.J. Griffiths and G. John.

Representatives of Trade Unions: Mrs. S. Alderman (GMB), Miss. M. Canavan (NEU), Mrs. A. Davies (GMB), Mr. D. Eveleigh (GMB), Mrs. L. Lancaster (NASUWT) and Mr. G. Pappas (UNISON).

Officers: Ms. J. Ballantine, Mr. L. Bonni, Mrs P. Ham, Mr. H. Isaac, Mrs. A. Phillips and Mr. A. Unsworth.

#### (a) Apologies for Absence –

These were received from Councillors V.J. Bailey and N.C. Thomas.

#### (b) Minutes and Matters Arising –

AGREED – T H A T the minutes of the meeting held on 15<sup>th</sup> October, 2018 be approved as a correct record.

(c) Declarations of Interest –

Councillors Mrs. J.E. Charles, Mrs. P. Drake, B.T. Gray, S.J. Griffiths and G. John all declared an interest in respect of Agenda Item No. 11 – Reshaping Services Update. These Councillors had received dispensation from the Standards Committee to speak and vote on the matter.

(d) Minutes of Directorate Consultative Group Meetings –

The minutes of the following Director Consultative Group meetings were received:

- Learning and Skills: 17<sup>th</sup> December, 2018;
- Social Services: 16<sup>th</sup> October, 2018;
- Visible Services: 7<sup>th</sup> November, 2018;
- Visible Services: 5<sup>th</sup> December, 2018.

Furthermore, the Chairman confirmed that the minutes of the Social Services Consultative Group meeting on 25<sup>th</sup> January, 2019 would not be agreed until 20<sup>th</sup> February, 2019 and that the meeting of the Visible Services Consultative Group scheduled in January 2019 had been cancelled.

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

(e) Minutes of the Corporate Health and Safety Meeting –

The Chairman confirmed that the next Corporate Health and Safety Meeting was due to be arranged shortly and therefore there was nothing outstanding to report to the Forum.

AGREED – T H A T the future scheduling of the next Corporate Health and Safety Meeting be noted.

(f) Dates of Future Directorate Consultative Group Meetings –

AGREED – T H A T the following dates for Directorate Consultative Group meetings as detailed below be noted:

- Learning and Skills: 6<sup>th</sup> February, 2019;
- Learning and Skills: 12<sup>th</sup> June, 2019;
- Resources: To be arranged;
- Social Services: To be arranged;
- Visible Services: Scheduled for the first Wednesday of each month.

(g) Employee Pay Policy –

The Operational Manager for Employee Services provided an update on the Employee Pay Policy 2019/20.

The Officer advised that the Council had a statutory requirement under the Localism Act 2011 to prepare a pay policy statement for the new financial year 2019/20 and that the statement needed to be approved and published by 31<sup>st</sup> March, 2019. The statement provided a framework for ensuring that employees were rewarded fairly and objectively, in accordance with the service needs of the Council and that there was openness and transparency in relation to the process.

The Pay Policy had been incrementally developed since 2012 to incorporate the following:

- Guidance from Welsh Government as contained in the document “Pay Accountabilities in Local Government in Wales” as updated January 2016;
- Changes as prescribed by the Local Authorities Standing Orders (Wales) (Amendment) Regulations 2014 which took effect from 1<sup>st</sup> July, 2014;
- Changes as prescribed required by the Local Government (Wales) Act 2015 to ensure that any proposed changes to the salary of Chief Officers (as defined in the Localism Act 2011) were made following consultation with the Independent Remuneration Panel for Wales;
- Necessary refinements as a result of changes to the Council’s senior management structure over recent years; and
- The effects of national and locally negotiated pay and associated benefit awards along with the provisions of the National Living Wage.

The Officer added that the Council's updated pay structure for NJC Green Book employees had been reflected in the 2019/20 Pay Policy Statement following an extensive development and consultation exercise and the subsequent approval by Cabinet and the Council and to the signing of the Collective Agreement between the Council and the recognised Trade Unions.

In conclusion, the Officer advised that the positive report put before the forum had already been presented to Cabinet and would be presented to the relevant Scrutiny Committee and then to Full Council for final determination on 27<sup>th</sup> February, 2019.

AGREED – T H A T the Employee Pay Policy 2019/20 be noted.

(h) Mental Health and Wellbeing Policy –

The Corporate Health and Safety Officer advised that the Vale of Glamorgan Council was committed to protecting the health, safety and welfare of its employees and recognised that mental health in the workplace was a health and safety issue and acknowledged the importance of identifying and reducing workplace stressors.

The Officer drew the forum’s attention to the policy as contained in the agenda papers and noted that the policy applied to everyone in the Council. Managers were responsible for its implementation and the Council overall was responsible for providing reasonable resources in respect of mental health support. On this point, the Officer added that appropriate training / information would be provided as part of the support.

The Council was committed to supporting staff through new or difficult periods in their lives and wished to create an environment where individuals were not blamed for suffering mental ill-health and where they were encouraged to seek practical help and support. As well as the Council signing up to the “Time to Change” pledge, in 2015, which was a national campaign to end the stigma and discrimination faced by many people with mental health problems, the Officer apprised the forum of the following progress points:

- The Council provided access to a confidential, independent counselling service via “Care First”;
- Two new online training e-modules had been added to the Council’s Corporate Training system i-Dev;
- As part of a Mental Health and Wellbeing Sickness Absence Management Toolkit, a Top 10 Tips for Managing Stress / Mental Health and Wellbeing document had been designed for managers;
- The Council had already appointed an Elected Member as a Mental Health Champion and discussions were underway to appoint further Mental Health Champions across the Council in the future;
- Promotional events were taking place across the Council such as “Time to Talk” day which was recently undertaken on 7<sup>th</sup> February, 2019; and
- A new mobile Occupational Health nurse had been appointed and was offering free health screening for all employees on Thursdays.

AGREED – T H A T the Mental Health and Wellbeing Policy and relevant appendices be noted.

(i) Digital Employee Update –

The Operational Manager for Human Resources Employee Services provided an update on Digital Employee progress and in particular, the Disclosure and Barring Services (DBS) e-bulk system and the e-recruitment system implementation.

The Officer advised that the DBS e-bulk system had been live since 31<sup>st</sup> January, 2019 and already had been extremely successful in reducing the turnaround time for DBS applicants. During the pilot project to date, the turnaround time had been reduced from approximately six weeks to as little as 34 hours and therefore officers would be looking to roll out the scheme to wider parts of the Council over the next few months. The Officer also advised that the new e-system could be developed into an income generation opportunity for the Council by receiving applications from external applicants / partner organisations. Colleagues were advised that the next phase of the implementation plan would be taking place in conjunction with the Licensing Department as part of the process for validating taxi driver licence applications.

With regard to the e-recruitment system, the Officer advised that the Council was currently on Week 5 of a 14 week implementation plan to better improve the online application process. This would in turn improve the experience of individuals wishing to make an application to the Authority which should subsequently improve the levels of applications received.

AGREED – T H A T the update on digital employee progress be noted.

(j) Flexi Scheme –

The report, presented by the Operational Manager for Human Resources, provided an update to the Forum on the implementation of the flex-time pilot (live from 4<sup>th</sup> February, 2019) and provided a verbal update on the system upgrade.

The Officer began by advising that during November 2018, it was reported to the relevant Trade Unions as well as the CMT / Staff Engagement Group that the Council proposed to introduce a number of amendments to the flex-time scheme. The amendments would run as a pilot for six to nine months across different sections of Council services which currently operated the flex-time scheme. The Special Leave Policy would remain operational during the pilot.

Further discussions had since taken place between management and Trade Unions in the intervening months regarding the proposals for the pilot regarding the suitability of Timeware to facilitate the flex trial during the pilot. Although the update to the Timeware system was the subject of delay, it had been determined that the flex-time pilot would go live.

The Officer drew the forum's attention to Appendix A of the report which was a copy of the initial draft Flexi Scheme Pilot Provisions. The key amendments agreed between management and the Trade Unions to the flex-time scheme for the pilot phase were:

- Removal of core time;
- Extending the band width during which flex-time would be accrued from 7.00 a.m. to 7.00 p.m.;
- Minimum of a 30 minute break for every consecutive six hour period worked.

The Officer confirmed that there would be no change to the debit / credit hours to be carried forward and no change to the number of flex days that may be taken in an accounting period, i.e. 2 x half days or 1 x full day for Full Time staff, pro rata for Part Time staff and that the services nominated to run the pilot had been confirmed by CMT and represented a cross section of the workforce. The intention was to assess how the above proposals would impact on service delivery for office based employees, those employees who worked in the community and those services who worked off site:

- Audit;
- Council Tax;
- Electoral Registration;
- Human Resources;
- Housing;
- Planning;
- Social Services.

The Officer added that services would still need to be covered between the Council's opening hours of 8.30 a.m. to 5.00 p.m. Monday to Thursday and 8.30 a.m. to 4.30 p.m. on Friday, therefore varying start / finish times would need to be agreed with the line manager.

Any issues or concerns that arose during the pilot period would be reported to HR and the Systems Administrator and regular reviews of the pilot would be undertaken between management and Trade Unions. The intention, if the pilot was successful, was to replace the current flex-time scheme with the revised scheme on conclusion of the pilot.

In conclusion, the Operational Manager for Human Resources advised that feedback on the pilot to date had been very positive and the only theme of questioning that had been raised to date was as to the logic behind only certain departments being involved in the pilot. The Officer also advised that the findings of the pilot within the Audit Department was of particular interest as employees within that department spanned four different Local Authorities and it was therefore a very good test for the Council to assess its flexi arrangements in comparison to other Local Authorities which would support future collaborative work.

The Chairman thanked the Officer for his presentation of the report and reiterated the concern of Elected Members that adequate staffing remained in place during key working hours to ensure that services remained as productive as possible. However, the Chairman acknowledged that this point was addressed within the Officer's report.

AGREED – T H A T the Flexi Scheme Update be noted.

(k) Reshaping Services Update –

The Head of Performance and Development provided an update on the Reshaping Services programme implementation. In summary, he referred to the following points:

The Officer drew the Forum's attention to the recently published summary highlight report as contained within the agenda papers and advised that a report had recently been taken to the Reshaping Services Programme Board which was chaired by the Managing Director and which met regularly to review progress made on the various projects that formed part of the programme.

The Officer added that the Council was currently taking stock of its Reshaping Services in consideration of the financial pressures and necessity to make further savings in the future. To date, the Council had been successful in saving approximately £55m since 2010 and that the financial year 2019/20 would be used to design Tranche 4 of the Reshaping Services programme to make further savings that would come into effect in 2020/21.

In conclusion, the Officer advised that the current saving target would be met by the end of the current financial year however, given that it was necessary for the Council to save a further £15m, pressures on services would increase.

AGREED – T H A T the Reshaping Services update and contents of the report be noted.

(l) Staff Engagement and The Big Conversation 2 –

The report provided the Forum with an overview of the staff engagement activity that had been undertaken by a series of work streams over the past year as well as a summary of the 2018 Staff Survey. A report setting out the results of the 2018 (and latest) staff survey was appended to the report.

The Head of Performance and Development also provided an update on The Big Conversation 2 consultation event which was currently taking place during February and March 2019 as a means of meeting with all staff in order to provide an update on key Council issues and to provide an opportunity for all colleagues to become involved in engagement and innovation activities.

Finally, the report outlined the way in which engagement and innovation activity would be progressed in 2019 and future years.

AGREED – T H A T the staff engagement and Big Conversation 2 update be noted.

(m) Trade Union Items –

The Chairman advised that she had not received any items to be considered.

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RESOLVED - T H A T the minutes of the Joint Consultative Forum meeting be noted.

Reason for decision

To note the minutes.

**C645 VALE OF GLAMORGAN LOCAL ACCESS FORUM –**

The minutes of the Vale of Glamorgan Local Access Forum held on 13<sup>th</sup> February, 2019 were submitted.

(i) 5.30 p.m.

Present: Mr. F. Coleman, Mrs. S. Davies, Mrs. R. Exley, Mr. Ian Fraser, Mr. Sean Gaffney, Mr. J. Herbert, Mrs. K. Lucas, Mr. Huw Stuart McMillan, Mr. Rowland Pittard, Mr. R. Simpson, Mr. G. Thomas and Councillor E. Williams.

Also present: Mr. G. Davies (Chairman), Mr. G. Teague, Mr. A. Tovey and Mrs. S. Thomas (Vale of Glamorgan Council).

(a) Welcome/Introduction from the Secretary -

As Secretary to the Forum, Gareth Davies welcomed both new and returning Members to the first meeting of the newly appointed Local Access Forum. He explained that the Forum was required to be appointed every three years, the first Forum having been established in 2002.

(b) Introduction by Members -

Following a brief introduction from the officers present, Members of the Forum outlined their particular fields of interest and expertise, with some having submitted a short synopsis for inclusion in the papers sent out prior to the meeting.

(c) Rights of Way Team Outline of Service Areas -

Gwyn Teague provided a brief outline of the work of the Rights of Way Team, that was structured under the following headings:

Background - The Vale of Glamorgan was a diverse county, including a lengthy shoreline, good agricultural land and urban centres. Gwyn Teague advised that there were approximately 572 kms of Public Rights of Way (PRoW) in the Vale of Glamorgan. The network included 511 kms of footpaths, 40 kms of bridleways and 22 kms of restricted byways.

Maintenance - Gwyn Teague advised that the Council undertook work to ensure the surfaces of Rights of Way were kept in repair and to a standard suitable for ordinary use. This often included cutting overgrowth where paths became overgrown or repairing the surface of paths where required. Each year, a number of paths that were known to be problematic were targeted for cutting at the beginning and the end of the summer.

The Council, was often assisted by volunteers and partner organisations such as Valeways, who also undertook work to replace structures on behalf of landowners. This helped ensure that stiles, gates etc. remained in a state fit for use.

Additional work such as way marking, installation of signage or management of condition surveys were also carried out by the team.

Enforcement - Gwyn Teague advised that the Council was required to assert and protect the rights of the public to use paths. As such, there were a number of enforcement duties that existed such as removal of obstruction, hazards or to take action where certain types of unlawful activity occurred. Responding to an enforcement issue involved investigation of the problem, determining those parties involved, establishing contact and developing an appropriate response that was typically through negotiation, informal warning, service of notice or prosecution.

Definitive Map and Statement - The existence and location of Public Rights of Way were legally recorded on the Definitive Map and Statement. These documents were

continuously updated through the processing of legal orders that gave rise to changes or by investigating cases where it was claimed it should be shown or not shown. The Council had republished its definitive map in 2016.

Definitive Map work could involve, amongst other things, administration, quality assurance of data, historic research, collection and analysis of evidence, presentation of cases, referral and representation at public inquiries.

Legal Orders - Legal Orders may be made to alter the Public Rights of Way network due to necessity or a particular interest e.g. due to development, public or private interest.

The Council was able to assess such applications in order to give effect to the application or otherwise test it against the necessary legal criteria.

Legal Orders could involve administration, negotiation, analysis of applications, referral and representation at public inquiries.

Improvement - A significant amount of funding of Public Rights of Way work was provided through grant assistance. The Public Rights of Way Team was therefore involved in generating and delivering access improvement projects as well as administering associated grant funding.

Information - The Public Rights of Way Team worked with and supported numerous stakeholder groups including user groups, partner organisations and community footpath forums. Promotion of the network through attendance at events or publication of leaflets was also undertaken by the Team.

Performance Indicator and network management information was also collected and analysed by the team.

(d) Procedure for Claiming Expenses -

Regulation 11 of the Countryside Access (Local Access Forums) (Wales) Regulations 2001 required the appointing authority to defray reasonable expenses incurred by the Forum in discharging its functions. Generally, such expenses largely related to travelling to and from meetings. Claim forms were available from the Secretary.

In line with the current Council rate, it was proposed that the rate of 45 pence be paid to Members of the Forum claiming for travel to and from meetings. Members were asked to submit any claims within 12 months of incurring the same.

AGREED - T H A T the payment of a mileage rate of 45 pence per mile to Members be accepted and that Members individually notify the Creditors Team in writing with the required details.

(e) Procedure for Appointment of Chairman and Deputy Chairman -

The procedure to be followed for the appointment of Chairman and Deputy Chairman of the Forum was set out in Regulation 12 of the Countryside Access (Local Access Forums) (Wales) Regulations 2001. Accordingly, the appointment process would be

conducted by secret ballot as the first item of business at the second meeting of the Forum later in the evening.

AGREED - T H A T nominations for, and appointment of the Chairman and Deputy Chairman of the Forum be dealt with as the first item of business at the next meeting.

(f) Rights of Way Improvement Plan (ROWIP) -

The Members of the Forum agreed that discussion of the Rights of Way Improvement Plan (ROWIP) would be deferred to the next meeting under Agenda Item 7.

(ii) 6.30 p.m.

Present: Mr. F. Coleman, Mrs. S. Davies, Mrs. R. Exley, Mr. Ian Fraser, Mr. Sean Gaffney, Mr. J. Herbert, Mrs. K. Lucas, Mr. Huw Stuart McMillan, Mr. Rowland Pittard, Mr. R. Simpson, Mr. G. Thomas and Councillor E. Williams.

Also present: Mr. G. Davies (Chairman), Mr. G. Teague and Mrs. S. Thomas (Vale of Glamorgan Council).

(a) Appointment of Chairman -

One nomination was received for the position of Chairman, Councillor E. Williams. A ballot, having been conducted as required under the relevant regulations, it was

AGREED - T H A T Councillor E. Williams be appointed Chairman of the Vale of Glamorgan Local Access Forum until 12<sup>th</sup> February, 2022 or such lesser period as the Forum might subsequently determine.

At this point, Councillor E. Williams took the Chair.

(b) Appointment of Deputy Chairman -

One nomination for the position of Deputy Chairman was moved and seconded, Mr. R. Pittard. A ballot, having been conducted as required under the relevant regulations, it was

AGREED - T H A T Mr. R. Pittard be appointed Deputy Chairman of the Vale of Glamorgan Local Access Forum to 12<sup>th</sup> February, 2020 or such lesser period as the Forum might subsequently determine.

(c) Minutes -

AGREED - T H A T the minutes of the meeting held on 25<sup>th</sup> September, 2018 be approved as a correct record.

(d) Terms of Reference -

Members were asked to consider the current Terms of Reference as adopted by the previous Forum. Those Terms of Reference had been based on the model

contained within the advice and best practice published by the former Countryside Council for Wales and the Welsh Government and had been revised over the years to reflect change in circumstances.

Having considered the Terms of Reference, it was

**AGREED - T H A T** the Terms of Reference as set out in the report be adopted.

(e) Synopsis Taken From the Meeting Notes of the National Access Forum for Wales (NAFW) -

The Forum were provided with an overview of the role of the National Access Forum for Wales (NAFW) and was advised that regular updates of their meeting notes would be provided to the Forum.

(f) Maintenance Reports -

The report showed the number of issues that were reported and resolved up to the end of January 2019. The data in the report would fluctuate due to different circumstances throughout the period shown. This might be due to staff changes, contracts, the additional reporting of issues due to performance indicator returns and also annual leave.

There were six categories that issues were placed into - clearance, enforcement, maintenance, obstacle, other and signage.

- Clearance - this issue type involved the removal of overgrowth from vegetation or the removal of rubbish.
- Enforcement - this involved more long term issues, as it dealt with the legal side of Public Rights of Way work. These issues included Diversion Orders where an order was in place to move the path along a different route.
- Maintenance - this was the main issue type dealt with and involved maintaining, repairing or replacing the furniture along the paths if needed. The furniture included stiles, posts, kissing gates etc.
- Obstacles - these were issues that blocked or made it difficult to cross a path. This could come in the form of rocks near cliffs, blocked gates or fallen trees.
- Other - issues not normally categorised or requests for a site visit.
- Signage - a category which covered way markings. This included replacing missing discs, replacing posts or pointing the way marker in the right direction.

(g) Legal Order Updates -

The Forum was updated on the Modification Order tracking and order tracking chart.

(h) Workshop - Rights of Way Improvement Plan Draft

As a background summary, the Forum was advised that the Countryside and Rights of Way Act 2000 required local authorities to produce Rights of Way Improvement Plans (ROWIPs). These were intended to provide prioritised plans for the improvement of the local Rights of Way network for all users - walkers, cyclists, horseriders, off-road users, as well as people with sight or mobility problems. When introduced, the Plans were intended to cover a 10 year period.

The Vale of Glamorgan's ROWIP was first published in November 2007, the vision

for the Plan was agreed by the LAF and Council to be 'To provide, maintain and improve the network of Public Rights of Way and countryside access for everyone and to enable and encourage increasingly convenient and responsible use and enjoyment of the Vale's countryside and coast'.

Work identified within the Plan was identified according to three broad areas - management, stakeholders and information/communication. These were referenced to the following principles:

- Access for All
- Management Strategy
- Sustainable Improvements
- Better Information
- Improved Network of Routes
- Wider Context.

Following the background summary, the Forum was split into three groups in order to consider three board areas contained within the ROWIP. Following discussion on each of the three areas, it was agreed for a workshop to be arranged with a time and date set by Mr. Gwyn Teague.

**AGREED - T H A T** a further workshop be arranged in order to consider an updated Rights of Way Improvement Plan.

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

Reason for decision

To note the minutes.

**C646 SHARED REGULATORY SERVICES JOINT COMMITTEE –**

The minutes of the Shared Regulatory Services Joint Committee held on 26<sup>th</sup> February, 2019 were submitted.

Present:

Representing Bridgend County Borough Council: Councillors Ms. D. Patel and D. Lewis.

Representing Cardiff City and County Council: Councillors M. Michael (Chairman) and Ms. N. Mackie.

Representing the Vale of Glamorgan Council: Councillors V.P. Driscoll and T.H. Jarvie (Vice-Chairman).

(a) Minutes -

RESOLVED - T H A T the minutes of the meeting held on 18<sup>th</sup> December, 2018 be approved as a correct record.

(b) Declarations of Interest -

No declarations were received.

(c) Overview and Update on Shared Regulatory Services -

In presenting the report, the Director of Environment and Housing advised that the report detailed the work of the Service and the progress towards completing the SRS Business Plans. It was noted that SRS Business Plans were developed in consultation with stakeholders and that they inform and direct the work of the Service and contribute towards the corporate priorities of each partner Councils.

At Section 4 of the report referred to key issues for consideration under the following headings:

- Human Resources
- Financial Position Quarter 1
- Performance Monitoring
- Service Updates
- New Ways of Working
- Annual Health and Welfare
- Enforcement Activity.

Following the presentation by the Director the Chairman, in referring to the ongoing difficulties in recruitment to professional grades as outlined within the report, queried progress and the intention for the service to grow its own officers and specifically mentioned working with Cardiff and the Vale College. The Operational Manager for Shared Regulatory Services Managerial advised that she had been tasked to have discussions with Cardiff Metropolitan University and the UWE in Bristol. Discussion had also taken place with Welsh Government with regard to the implementation of the Regulatory Compliance Officer apprenticeship and the possibility of developing an apprenticeship scheme that was fit for purpose in Wales. The Operational Manager for Neighbourhood Services stated that a number of staff in his service area were being up-skilled to help address more quickly the current staff shortages in key areas. Officers were asked to have due regard to Bridgend College and consider them in any discussions with regard to apprenticeships.

Having regard to the number of posts that were currently vacant across the Service, the Director stated that he did not have that information to hand but would provide this to Members as soon as possible, it being noted that a number of vacancies were also currently being advertised.

In considering the performance data on dealing with noise and air pollution complaints, a Member queried whether Welsh Government would be instructing an Environmental Impact Assessment of the Biomass Plant. The Operational Manager

stated that while SRS would respond to complaints about noise and smoke the regulator of the plant was itself Natural Resources Wales. The Member, however, sought confirmation that the SRS department would monitor air quality in the area. It was noted that 2 real-time air quality monitors had been installed in Barry in the vicinity of the site and these were providing background data on air quality prior to the Biomass Plant commencing operations. The residents would also be able to view the results recorded by the monitors via a link to the SRS website.

Having regard to let accommodation survey, following a query from a Member as to whether the survey included Airbnb properties, Committee was informed that these had not been included on this occasion but that the officer would check to see if complaints had been received to justify the type of property lets being included in future project work.

Having regard to Animal Health and Welfare and the new Welsh Government Framework and Equine Identification Wales Regulations officers responded to a query as to whether the SRS Service was receiving sufficient information and complaints to support the intelligence led approach to compliance particularly in relation to animal health and welfare. Members were advised that information was received from a variety of sources including the Citizens Advice Consumer Service as well as direct to the service. It had also been noted that with specific regard to animal health and welfare, the service was experiencing a spike in intelligence reports to date.

In referring to enforcement activities, particular reference was made to cases highlighted in paragraphs 1, 4, 7, 9, 12 and 13 as being of particular interest. The Chairman took the opportunity on behalf of the Joint Committee to thank all the teams in the SRS service for their hard work in bringing such cases to court.

It was subsequently

RESOLVED - T H A T the contents of the report be noted and agreed.

#### Reason for decision

To apprise the Committee of the work of the Service and the progress towards completing the Shared Regulatory Services Business Plans.

#### (d) Welsh Government Consultation on Improving Public Transport -

The Operational Manager for Neighbourhood Services in commencing the presentation noted that Welsh Government was consulting until 27<sup>th</sup> March, 2019 on options to modernise and streamline the frameworks supporting public transport services in Wales. The consultation paper considered bus services in Part 1 and taxi and private hire vehicles in Part 2. It recommended the following in respect of taxis and private hire licensing:

- The setting of national standards for drivers and vehicles
- Enhanced enforcement provisions for authorised officers within any local authority area (not just the area where a driver / vehicle is licensed)

- Enhanced arrangements for information sharing, including the creation of a national database of drivers, operators and dispatchers.

The consultation paper also set out two options:

*Option A* – “the bullet points above are adopted with a Joint Transport Authority becoming the single licensing authority for Wales by taking on the taxi licensing functions currently undertaken by the 22 Welsh local authorities. This would have implications for those staff within SRS currently engaged in taxi licensing work

*Option B* – the bullet points above are adopted but Welsh local authorities retain their current taxi licensing responsibilities around fee and fare setting, enforcement, hearing appeals etc.”

The SRS Department would be pulling together individual consultation responses on behalf of the three Licensing Authorities.

Members questioned the effectiveness of centralising taxi licensing into a single licensing authority and the loss of local knowledge and understanding that would bring. In expressing its concern over the proposed centralisation envisaged in *Option A*, the Joint Committee asked that its support for *Option B* be noted.

RESOLVED -

- (1) T H A T the contents of the report be noted.
- (2) T H A T this matter be raised by way of an information report to the Vale of Glamorgan’s Cabinet.

Reason for decision

- (1) To provide the Committee with information on developments for public transport in Wales.
- (2) The Vale of Glamorgan is the host employer for the Shared Regulatory Service and there is potential for redundancies should a new Joint Transport Authority be created.

(e) 2019 Audit Plan - Shared Regulatory Services -

Gareth Rees, Wales Audit Office presented this report and explained that the WAO approach was similar to the previous year in terms of objectives. He took the Joint Committee through the appended Audit Plan and highlighted in particular Exhibit 1 of the Plan (the audit approach) and Exhibit 2 (financial audit risks).

Councillor Patel asked for clarification on categorisation of risks and how they could be mitigated against. Gareth Rees explained that this would be decided on the basis of whether the risks identified are significant or not. He also stressed the importance

of understanding the impact of the new accounting standards (IFRS 9 and IFRS 15) which will be in use.

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

Reason for decision

To facilitate monitoring of the audit function.

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RESOLVED – T H A T the minutes of the Shared Regulatory Services Joint Committee meeting be noted.

Reason for decision

To note the minutes.

**C647 STAFF ENGAGEMENT UPDATE (REF) –**

The report, which had been referred to the Corporate Performance and Resources Scrutiny Committee by Cabinet for its consideration at its meeting on 14<sup>th</sup> March, 2019, provided an overview of the staff engagement activity that had been undertaken by a series of work streams over the past year and provided a summary of the 2018 Staff Survey.

The Head of Performance and Development also informed the Committee that the 'Big Conversation 2' was to take place in February and March 2019 which was a means of meeting with all staff in order to provide an update on key Council issues and to provide an opportunity for all colleagues to become involved in engagement and innovation activities.

The report itself referred to the progress made in relation to the Council's Staff Charter in relation:

- Recognition and reward;
- Internal communications;
- Developing my skills;
- Innovation and creativity;
- Inclusivity.

In referring to the Staff Survey the Head of Service outlined that the Council measured the engagement of its staff through Staff Surveys which had been running for three years and which were structured around the four Values of 'Open, Together, Ambitious and Proud' and the survey sought to identify the overall engagement rate of the organisation by asking staff to indicate their level of positivity regarding a series of statements. The overall response rate to the 2018 survey had been 57% and the overall positivity rating was 69%.

The Engagement Index referred to in the report could be used to identify benchmarking with other organisations the details of which could be found in the Staff Survey report which provided information regarding the Civil Service 2018 survey where 62% engagement index had been scored. For the NHS Wales 2018 survey 75% engagement index score had been received and for Welsh Government a 62% engagement score had been received. For the Vale it had been 71%.

For 2019 onwards, the Head of Service stated that the support approach to Staff Engagement would be in relation to the Reshaping Services Programme, the Corporate Plan, CMT Staff Engagement Group, Council-wide Charter Engagement Group and Service Area Engagement and Innovation Groups.

A Member queried the figures referred into in the report which related to a decrease in electronic and hard copy staff survey returns with a request that the figures be double checked for accuracy.

Having regard to thoughts and insights from the survey and the reference to staff recording in the survey that they were unsure as to what senior management were doing and the overall aims of the Council. Although the reasons for these issues were not known, Heads of Service for each department area had been tasked to speak to their staff to ascertain their views and to report back.

A Member also made reference to responses to the question 'Do you trust your line manager' with a significant amount of the responses being yes for this question whereas for the question 'Do you trust your senior managers providing a clear vision for the Council' in the main the responses were 'I don't know'. Again, Committee was advised that Heads of Service were being requested to look into these issues. The Chairman raised his concern as to "if the staff are responding with I don't know answers this could more than likely be replicated by the public".

The Head of Service also advised that the Staff Survey for the current year had asked a number of different questions to previous years with the aim to receive more qualitative responses and with space being provided for comments.

Having considered the report it was subsequently

**RECOMMENDED - T H A T** the comments of the Scrutiny Committee be referred to Cabinet and the approach to progressing staff engagement activities through 2019 as detailed in the report be noted.

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 Cabinet, having considered the reference and recommendations of the Corporate Performance and Resources Scrutiny Committee

**RESOLVED – T H A T** the comments of the Scrutiny Committee be noted, and the approach to progressing staff engagement activity throughout 2019 be endorsed.

Reason for decision

To note the comments of the Scrutiny Committee and to progress the activity for staff engagement during 2019.

**C648 WITHDRAWAL OF DISCRETIONARY FUNDING FOR FARE PAYING SCHOOL TRANSPORT SERVICES (REF) –**

Cabinet had referred the report to the Scrutiny Committee for consideration which sought Cabinet approval to undertake a consultation on the withdrawal of Council funding for fare paying school transport services as the Local Authority had no absolute statutory duty to provide.

It was noted that the withdrawing of the funding would assist in the savings that the Neighbourhood Services and Transport Section were expected to make in 2019/20 and would assist the Council in funding statutory free school transport for pupils who qualified by virtue of distance from school and availability of walking routes.

The report identified that the public consultation would inform a further report that would present public views on the proposal and list any potential alternative solutions that could achieve the desired income.

In considering the report a Member noted that the report referred to an Equalities Impact Assessment but that this had not been attached to the report. The Group Manager for Transport Services advised the Committee that an initial Impact Assessment had been undertaken and that following the consultation a follow up EIA would be undertaken. The Member considered that in any event the EIA should have been attached to the report for the consultation.

Following a query from a Member with regard to the format of the consultation, the officer stated that an online consultation would be undertaken, this would target schools and operators seeking comments and a highlight report detailing the conversations undertaken with operators would subsequently be produced. Initial conversations had also been undertaken with all operators being advised of the need to be part of the consultation. The officer commented that it was a genuine consultation with all options, feedback and comments having been requested.

The Chairman asked if a ward by ward breakdown of routes could be provided and in response the officer stated that this was feasible.

Having fully considered the report it was subsequently

**RECOMMENDED - T H A T** the comments of the Scrutiny Committee be referred to Cabinet for their consideration during the consultation process.

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Cabinet, having considered the reference and recommendations of the Corporate Performance and Resources Scrutiny Committee

RESOLVED –

- (1) T H A T in the absence of any formal recommendations, the comments of the Scrutiny Committee be noted.
- (2) T H A T approval be granted to undertake a public consultation on the proposed withdrawal of funding for the fare paying school bus service exercise, as listed in Appendix A to the Cabinet report dated 18<sup>th</sup> February, 2019.
- (3) T H A T a further report be received by Cabinet following the public consultation exercise, as referred to in Recommendation (2) of the original Cabinet report.

Reasons for decisions

- (1) To note the comments of the Scrutiny Committee.
- (2) To contribute to the savings that Neighbourhood Services and Transport is expected to achieve in the financial year 2019/20.
- (3) To advise of the results following the public consultation and determine the next steps.

**C649 COUNCIL TAX DISCRETIONARY RELIEF (L) (CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE) –**

The report proposed that Cabinet approve the implementation of a formal policy in order to grant Discretionary Council Tax Reduction in accordance with the provisions contained in section 13A (1) (c) of the Local Government Finance Act 1992 as amended.

The policy set out the circumstances and information that would be taken into consideration when making a decision to award Discretionary Council Tax Reduction under section 13A (1) (c) of the Local Government Finance Act 1992 as amended.

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 Cabinet formally recognises the current process for awarding discretionary relief by adopting the Discretionary Council Tax Reduction Policy as attached at Appendix A to this report in relation to any valid application received and accepted by the Council.

(2) T H A T Discretionary Council Tax Reduction will only be awarded after all other discounts, exemptions and Mandatory Council Tax Reduction has been awarded.

(3) T H A T the award to commence from the date the application is received and any backdated period will be considered depending on the merits of each individual application.

Reasons for decisions

(1) To create a policy for Discretionary Council Tax Reduction in accordance with the provisions contained in section 13A (1) (c) of the Local Government Finance Act 1992.

(2) To formally adopt the current process for awarding Discretionary Council Tax Reduction in accordance with the provisions contained in section 13A (1) (c) of the Local Government Finance Act 1992 and dealing with any subsequent appeals that may be received.

**C650 NON-DOMESTIC RATES – HIGH STREET AND RETAIL RATES RELIEF (L) (CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE) –**

The report brought to the attention of Cabinet the Council's discretionary powers to award non domestic rates relief to businesses within the Council's area under section 47 of the Local Government Finance Act 1988.

The report drew Cabinet's attention to the proposed funding that would be provided by Welsh Government in order to support High Street and Retail businesses throughout the Council's area.

The report proposed that Cabinet adopt the High Street and Retail Rates Relief Scheme for 2019-20 in accordance with the provisions contained in Section 47 of the Local Government Finance Act 1988.

This was a matter for Executive and Full Council decision.

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

**RESOLVED –**

(1) T H A T Cabinet recommends to Full Council the following:

- That Council adopts the High Street and Retail Rates Relief Scheme for 2019-20 in accordance with the provisions contained in Section 47 of the Local Government Finance Act 1988;

- That Council resolves to award relief to all qualifying businesses in accordance with the Non-domestic Rates High Street and Retail Rates Relief Guidance issued by the Welsh Government at Appendix A;
- That Council resolves to automatically award entitlement to those qualifying business that can be identified through records held by the Council;
- That Council resolves to award entitlement to the remaining businesses that may be eligible following receipt of a valid application form;
- That delegated authority is granted to the Head of Finance to implement and eligibility change issued by the Welsh Government in respect of High Street Rates Relief for 2019/2020 financial year.

(2) T H A T the use of Article 14.14 of the Council's Constitution (Urgent Decision Procedure) be authorised in respect of 1 above.

#### Reasons for decisions

(1) To enable a scheme to be adopted using discretionary relief powers under section 47 of the Local Government Finance Act 1988 for the provision of High Street and Retail Rates Relief for qualifying business premises within the Vale of Glamorgan area.

(2) The use of Article 14.14 will enable the issue to be reported to Council on 1<sup>st</sup> May, 2019 with a view to introducing the Scheme as soon as possible.

#### **C651 GRANTS TO VOLUNTARY ORGANISATIONS (L) (CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE) –**

The report requested Cabinet to approve funding for the Citizens Advice Bureau (CAB) and Glamorgan Voluntary Services (GVS) for 2019/20, 2020/21 and 2021/22.

A review of the services provided by both organisations had been undertaken to ensure that they continued to meet the key priorities for the Council and provided the support required by residents of the Vale of Glamorgan.

The Leader outlined that the two organisations would each receive a stand still budget from the Council for each of the three years.

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 a grant be awarded to Cardiff and Vale Citizens Advice Bureau (CAB) of £154,250 in 2019/20, 2020/21 and 2021/22.

(2) T H A T a grant be awarded to Glamorgan Voluntary Services (GVS) of £95,530 in 2019/20, 2020/21 and 2021/22.

(3) T H A T delegated authority be granted to the Monitoring Officer / Head of Legal and Democratic Services to execute a Deed of Grant with GVS .

Reason for decisions

(1) To award monies to assist CAB.

(2) To award monies to assist GVS

(3) To have an appropriate agreement in place for the provision of services and support.

**C652 USE OF THE MANAGING DIRECTOR'S EMERGENCY POWERS (L) –**

The report advised Cabinet of the exercising of Emergency Powers by the Managing Director since the last report of 5<sup>th</sup> March, 2018.

The Council's Constitution at page 270 (delegated powers) stated:

"1. Power to act, after consulting the appropriate Cabinet Member and, in the case only of matters involving the Council in financial commitments, the Leader, Section 151 Officer and the appropriate Chief Officer, in respect of any matter which, in his opinion:

(b) does not justify holding a special meeting of the body which would ordinarily consider the matter or is of such urgency or emergency as not to allow time for such a meeting; use of such delegated powers to be subsequently reported back to the Cabinet or Council as appropriate."

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 use of the Managing Director's Emergency Powers be noted.

Reasons for decision

To inform Cabinet.

**C653 BIODIVERSITY FORWARD PLAN (RP) (ENVIRONMENT AND REGENERATION SCRUTINY COMMITTEE) –**

The report addressed the statutory requirement of all Local Authorities in Wales under section 6 of the Environment (Wales) Act 2016 to demonstrate how they would “seek to maintain and enhance biodiversity in the proper exercise of their functions and in doing so promote the resilience of ecosystems”. Part 1 (the document appended to the report) set out the background, legislative context and identified challenges and opportunities.

The Biodiversity Forward Plan looked at how the Council managed and improved natural resources to ensure that biodiversity and sustainability were considered in all service areas and were core themes in service delivery, becoming an integral part of the decision making processes throughout the Council.

Part 2 (to follow in a separate Cabinet report) would translate into specific actions required to achieve objectives set out in Part 1 and give milestones and targets.

The actions in the Biodiversity Forward Plan would be reviewed at the end of 2019 and then reviewed and updated at the end of each three year reporting period.

This was a matter for Executive decision.

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

RESOLVED – That Cabinet the Biodiversity Forward Plan (Part 1) set out in Appendix 1 be approved.

Reason for decision

In order to conform to the statutory requirement to publish a document setting out the Council's approach to natural resources and to ensure that biodiversity sustainability is considered in all service areas.

**C654 SCHOOL ADMISSION ARRANGEMENTS 2020/21 (LC) (LEARNING AND CULTURE SCRUTINY COMMITTEE) –**

The Cabinet Member for Learning and Culture presented the report, the purpose of which was to advise Cabinet of the outcome of the statutory consultation on the proposal for school admission arrangements for the academic year 2020/21 for admission to Community Schools in accordance with the Education (Determination of Admission Arrangements) (Wales) Regulations 2006. The report was then referred to the Learning and Culture Scrutiny Committee on 9<sup>th</sup> April. The report was considered at this meeting and the Scrutiny Committee endorsed the contents of the report.

In summary, the Council received 304 responses by the closing date of 22<sup>nd</sup> February, 2019. Of the 304 individual responses 105 consultees were in support of

the proposal, 198 were opposed and 1 did not offer an opinion either way. A summary of the 25 key themes and issues raised during the consultation exercise was included in the consultation report attached at Appendix C to the report.

The Council had a statutory duty to consult on school admission arrangements each year for those schools for which they were the admission authority and to determine their admission arrangements for 2020/21 following completion of the consultation by no later than 15<sup>th</sup> April, 2019. In order to ensure that this statutory deadline was achieved, it had been requested that the urgent decision making procedure be invoked.

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 report, the consultation report and other appendices included, be noted.
- (2) T H A T the school admission arrangements policy as set in the report and its appendices be approved.
- (3) T H A T the use of article 14.14.2 (ii) of the Council's Constitution (urgent decision procedure) be authorised in respect of recommendation (2) above.

Reason for decisions

- (1) To ensure that all relevant information is considered by Cabinet in reaching a decision on the proposal.
- (2) In order that the Council meets its statutory requirements to review school admission arrangements annually.
- (3) In order that school admission arrangements are in place by 15<sup>th</sup> April, 2019 for the admission year 2020/2021 as required by the statutory deadline.

**C655            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.

**C656 STRATEGIC TRANSPORT IMPROVEMENTS IN DINAS POWYS – UPDATE (REF) –**

**Matter which the Chairman has decided is urgent by reason of the need to provide clarity and to avoid undue delay in advising Cabinet of the views expressed by the Environment and Regeneration Scrutiny Committee in considering this matter at its meeting held on 7<sup>th</sup> March, 2019**

On 7<sup>th</sup> March the Environment and Regeneration Scrutiny Committee was presented with a reference from Cabinet regarding an update on the draft WelTAG Stage 2 report for Dinas Powys.

The Head of Neighbourhood Services and Transport advised that the report provided to Cabinet was an update on progress of the transport assessment being undertaken in Dinas Powys and identified, following a meeting of the Review Group for the study, the further work needed to be undertaken in respect of:

- Engaging with Network Rail to understand the constraints and potential costs associated with the construction of a by-pass and junction in the vicinity of the railway tunnel;
- Undertaking concept design, modelling and costing of suggested improvements to the Merrie Harrier junction to improve capacity. To consider costs in context of the by-pass scheme costs (blue and green options);
- Commissioning strategic modelling using the South East Wales Transport Model of the by-pass proposals (via Transport for Wales who managed the model);
- Updating the economic appraisal for the green alignment and providing an appraisal for the blue alignment and update the transport case and the Stage 2 report;
- Undertaking public consultation on the findings of the Stage 2 report and finalising the Stage 2 report and making recommendations for option(s) to be taken forward to the WelTAG Stage 3 Full Business Case.

The report recommended that should grant funding not be available from Welsh Government (WG) for the completion of the work, that the Head of Neighbourhood Services and Transport be authorised to seek new ways of funding it.

The Officer also added that the WelTAG Stage 1 report considered the problems, opportunities and constraints, established objectives and apprised a long list of options. The Stage 1 Study was presented to Cabinet whereby the following options were confirmed to be taken forward for further consideration, following recommendation by the Committee on 14<sup>th</sup> September, 2017:

- Do minimum;
- By-pass;
- Multi-modal option; and
- By-pass and multi-modal option.

The Officer added that the Council had made great progress with the project over the last couple of years, however, the WelTAG report was not yet finished and following the completion of the additional work it would be necessary to update the Stage 2

WeITAG report. With regards to WG funding for the schemes, bids had been made but there was no further information to report at the time of the meeting.

The Head of Neighbourhood Services and Transport advised that she required approximately £80,000 to progress the additional work associated with Stage 2 of the scheme and given the considerable amount of work on the project to date, wished to progress to the end of Stage 2 to afford the local authority the opportunity to apply for additional funding for Stage 3 moving forward.

The Chairman thanked the Officer for her introduction to the reference and attached report and invited Mr. Rod Harrod and Mr. Roger Pattenden to provide their verbal representations to the Committee.

Mr Harrods representations were as follows:

“As Chair of Dinas Powys By-pass Steering Group I would like to thank everyone for their work, help, support and assistance in getting behind this project. It is more advanced now than at any time in the last 30 or even 90 years. Of course there have been differing views and observations along the way however, we have tried to steer a course that could be of overall potential benefit to the community and likely to gain cross party support. The Cabinet report requests Arcadis investigate ways to increase capacity of the Merrie Harrier junction and we hope this work will include consideration of a new entrance for Llandough Hospital. The Hospital has trebled in size over recent years growing even bigger with the inclusion of Rookwood. It's the second largest hospital in Wales and the second biggest employer in the Vale of Glamorgan. A new entrance to the hospital from the remodelled junction and by-pass would give benefits to ambulances, patients, staff and visitors. The report expresses concern however that the by-pass could increase traffic congestion at the Barons Court junction. A park and ride facility at the Merrie Harrier near Hazelhurst Nursing Home could mitigate this problem and justifies investigation by Arcadis. This facility would benefit traffic from all points whereas the proposed park and ride next to Bryn a Don field would primarily only benefit Barry traffic. The report recognises the study should consider local benefits but it seems to concentrate only on benefits to through traffic and reduction of congestion in Dinas Powys. A by-pass could also be of real value to adjacent communities by the provision of a very limited number of connections between local roads, however, none have been yet proposed. For example, a connection to the top of Murch Crescent would enable traffic from Barratts 220 house development at the St. Cyres School site to access the by-pass. This would avoid increasing congestion at the traffic light junction between Murch Road and the A405 Cardiff Road. From the same point on the by-pass there could also be a connection to Dinas Powys Road, Penarth. Further down the by-pass is the opportunity to provide a link to Sully Road near the soon to be built 540 house Cog estate. That would further benefit Sully residents by reducing traffic on the B4267 Lavernock Road where another 567 houses are proposed at Cosmeston. Less pressure on all neighbouring roads would benefit the Dinas Powys traffic corridor and therefore we recommend the benefits as well as the costs of these connections are taken into consideration.”

The Chairman subsequently invited Mr Pattenden to provide his verbal representations which were as follows:

“I am a Chartered Civil Engineer, a member of the Dinas Powys Steering Group and the Community Representative on the WelTAG Review Group for this study. I support the proposed Strategic Traffic Modelling which will show the likely traffic situation over the whole Barry to Cardiff corridor for each of the options up to the year 2036. However, to enable the most meaningful comparison of by-pass options, it is important that the model includes all relevant roads. One of these roads is the route from Sully roundabout to Ffordd y Mileniwm via Hayes Road and Wimborne Road. This route also has the potential to relieve rush hour congestion on the section of A4055 between Biglis Roundabout and Ffordd y Mileniwm. Another relevant road is Pen-y-Turnpike from Dinas Powys to Leckwith Road. This narrow unclassified road currently carries significant rush hour traffic and it will be important to assess the extent to which a by-pass relieves this congestion. I hope that Committee will seek confirmation that the model will include these routes. The Cabinet report states that traffic modelling for the by-pass route to Sully Roundabout and on to Ffordd y Mileniwm will take into account the wider benefits and potential development in South East Barry. It also states that these prospects are expected to feature in the next LDP review. To enable such benefits to be taken into account in conjunction with the comparison of journey times using each by-pass option, the journey start and end points need to be defined as the Merrie Harrier and Ffordd y Mileniwm. Arcadis previously considered journeys only between the Merrie Harrier and Biglis Roundabout, but this omits consideration of South East Barry. For the comparison to be meaningful it is important journey times are taken to Ffordd y Mileniwm. Arcadis’ draft Stage 2 report referred to possible extra parking adjacent to Eastbrook Station. Following my query it was confirmed that this would be corrected in a revised report to read the Green Wedge north west of Dinas Powys Station. This could mean a slice of Dinas Powys common beneath The Southra. I hope Arcadis will be asked to clarify this proposal before the public consultation as residents and the Community Council are sure to question this point.”

Following both public speakers, both the Head of Neighbourhood Services and Transport and the Leader of the Council thanked both gentlemen for their representations and advised Members that all comments raised by the public speakers could be raised by the individuals as part of the formal public consultation process if agreed. The Head of Service also clarified that Mr Pattenden was the representative appointed by Dinas Powys Community Council rather than a Community representative.

To begin Member debate on the item, a Member thanked all officers for their historical and continued hard work on the project and thanked the Leader of the Council for the Cabinet’s backing of the scheme and advised that he did not wish to comment on any points within the Stage 2 report as his comments would appear premature as the report was not yet complete. However, the Member wished to point out that within the Welsh Government Capital Transport Grants FT2019 - 20 Scheme Application Form, as contained at Appendix D to the papers, that the response provided by officers regarding the cultural impact, environmental impact and economic impacts of the project were identical and therefore appeared incorrect.

The Officer advised that the Council had still not received any feedback from Welsh Government regarding finance and apologised for any repetition, however, she

wished to point out that the forms were particularly challenging to fill in within a short deadline which was often the case as Welsh Government only allowed a short period of time for the form to be completed and returned. Despite a short turn around to produce the document, officers were currently facing an extremely long waiting time for a decision back which remained the situation at the time of the meeting.

A Member thanked the public speakers present at the meeting and wished to address a comment that was raised during their representations in that there was a common perception that the by-pass would be constructed without any interlinks on it. However, this was not currently written into the WelTAG Study at the current time and would presumably add an immense amount of money to its cost to build further roads which would meet at the by-pass. Therefore, the Member offered his support in the consultation exercise resulting in additional interlinks being added to the by-pass scheme. The Member also wished to highlight that the junction at the Merrie Harrier was a long standing point of traffic congestion and was a natural pinch-point for the route to and from Dinas Powys and referred to a statement within the report that suggested that some works would be carried out at the Merrie Harrier junction before the research and traffic modelling had been undertaken in other areas and questioned whether said works were practical and/or feasible to complete. The Member also wished to raise his concerns regarding the lack of documented impact on the south east areas of Barry. The Member also wished to raise the concern that officers had indicated that approximately £80k was required to complete WelTAG Stage 2 but that there were not currently funds available from Welsh Government and therefore Recommendation (2) of the reference gave the impression that despite Welsh Government funding, the Local Authority would continue with its own in-house funds. With the estimated cost of the by-pass being between £39m and £72m, the Member asked whether the Local Authority was confident that it would acquire the money to complete the project in its entirety.

The Officer wished to reply to the Member's comments by first addressing the funding available for the project and advised that the money was available within the section's budget to complete Stage 2 however, future bids would be required to acquire Stage 3 funding. The Officer wished to reiterate that any additional junctions to the by-pass could be suggested as part of the consultation exercise and any works to take place regarding future possible development could be done under the remit of the Local Authority's Local Development Plan. Therefore, if any future extensions were made to the project, then this should be handled via a Local Development Plan review.

At this point in the meeting, the Leader wished to address the Member's point regarding the second recommendation as set out in the reference and advised that an original recommendation was altered to minimise the message that the Local Authority had the funds available.

A Member then wished to highlight that there was a need to emphasise how the project as a whole would help the Vale of Glamorgan as a whole and that the Local Authority should be encouraging the additional interlinks to benefit the local as well as wider communities of Dinas Powys

A Member also requested further information regarding the status of the railway tunnel study, to which, the Officer advised that her section did not currently have the funding to undertake the study fully and it had to date proved difficult to engage with Network Rail. However, the study was much larger than just relating to the Dinas Powys by-pass as there were lots of other complimentary measures that needed to be looked at in terms of Active Travel, Park and Ride and the work that was underway with Transport for Wales in terms of the railway. The consultants were required to analyse several factors, not just the by-pass road itself, which they had done despite comments made to the contrary and within certain budget constraints. In response, the Member wished to make the point that if Network Rail were to respond saying that they were not going to be able to accommodate a by-pass then the entire project would be in jeopardy and therefore questioned whether this point in the study needed to be considered before moving forward.

In response to a Member's question regarding whether the additional modelling that was required was subject to the future funding as well, the Head of Neighbourhood Services and Transport advised that that was the case and could prove very expensive costing between £30k-£40k.

The Chairman then wished to raise the following points:

- The by-pass would have a great positive effect on commuters to and from the Cardiff area however there was uncertainty as to how long the modelling would take;
- The project would open a whole new inlet to the Cardiff City Deal and there were previous discussions of the project running alongside the J34 project for the City Deal and queried whether this was still the case;
- If the project was no longer running parallel with the J34 project, there was a concern that the additional modelling work was no longer necessary and therefore more emphasis could be placed on additional routes that were not initially part of the focus which could delay the Local Authority's progress.

The Head of Neighbourhood Services and Transport advised that, with regards to the Chairman's first point on the timeframe for modelling, there was a possible window of opportunity to begin the process later in March or early April 2019 and that Council funding was currently available to progress with the extra modelling required, however, Cabinet approval was required to commission the modelling in the first instance.

The Leader then wished to respond to the Chairman's second point regarding the project's links with City Deal and advised that several requests had been received for City Deal funding however to make a feasible bid to the City Deal it was necessary for the Local Authority to have a strong business case. Therefore, it was imperative that the Local Authority progress and finalise this WelTAG Stage in order to make future funding bids. The Leader also wished to highlight that the funding available through City Deal was not extensive and was distributed across the ten Local Authorities committed to the City Deal.

With regard to the Chairman's third point, the Officer advised that the Local Authority would be further ahead with the project if it had not extended the commission from

Biglis through to Ffordd y Mileniwm as requested by Dinas Powys Community Council. The results of that Cabinet resolution had cost extra money and time however, the original focus was for improving strategic transport in Dinas Powys. The Officer then apprised the Committee of the future steps if and when she had received permission to move forward and advised that work would be commissioned as quickly as possible to move the WelTAG Stage 2 report through to consultation and then for the results to be fed back to both Scrutiny and Cabinet. Despite the multiple stages ahead, the Local Authority had not paused on making funding bids for the next financial year.

The Chairman thanked the officer and Leader for their input and expressed his support for the scheme, however, his concerns over the lack of time and funding available in contrast to the broadening of the works involved continued to be relevant. Therefore, the overarching concern was that if the Local Authority did not take up the opportunity now to progress and finalise the WelTAG Stage 2 study, then any potential City Deal money may not be available when required and that could delay the completion of the project overall.

Picking up on the Chairman's concerns, a Member stated that he was also concerned that WelTAG Stage 2 project had not been completed to date and that he was a strong advocate for the project moving forward and he understood that that was not due to the efforts of the Local Authority officers. However, he wished to highlight that the J34 project seemed confusing in contrast to the Dinas Powys project as there was currently no lobbying surrounding the J34 project which was progressing at speed but yet the public drive behind the by-pass project was in contrast to this.

The Officer advised that the J34 project was a regional scheme so the impacts were on a much larger regional scale and benefits would be felt by a neighbouring Authority whereby the Dinas Powys project would benefit people on a more local scale. Both schemes were important to the Vale of Glamorgan to move forward and officers wished to finish the WelTAG Stage 2 works as soon as possible to progress onto consultation so that the Local Authority would have an opportunity to bid for City Deal funding whilst the funding was still available.

In response to a Member's query whether the latest stages of the project could be delivered via the NDF, the Head of Regeneration and Planning advised that the scheme was not large enough to generate regional funding and the Head of Neighbourhood Services and Transport wished to add that WelTAG was about transport and not development.

With the Chairman's permission, a Member wished to ask a point of clarification from Mr. Pattenden on the start and end points for journey durations using each by-pass option but in particular the Blue Route. Mr Pattenden clarified that his opinion was that Members had been slightly misled. At the moment the journeys that were used to compare the value for money of the different by-pass routes were taken from the Merrie Harrier to Biglis Roundabout. That meant that, for the Blue Route, individuals would have to come down the by-pass to Sully Roundabout then along Sully Moors Road to get to Biglis which meant that the Blue Route took longer to travel and a longer distance and therefore it was prejudiced in comparison to other routes. If

individuals were to take the journeys to Ffordd y Mileniwm, which was the request, then the Green Route comes down to Biglis Roundabout and then had to go through the congested part of Cadoxton whereas on the Blue by-pass route individuals carried on down Hayes Road to Wimborne Road to get to Ffordd y Mileniwm. Therefore the Blue Route stands on its own without any development. It does not require the development to show that it has a positive benefit. It doesn't require development to be an advantage and the Study needs to properly evaluate that fact.

The Chairman confirmed that the concern had already been raised by a Member of the Committee and it was noted that the additional work would slow down progress on the scheme. There was great risk that the Committee could debate at length on the matter by which point there would be no funding left to apply for.

In response to a Member's repeated concerns over the timescales regarding decisions made, the Officer advised that if the Committee were to approve as per the recommendations in the reference before it, then the aim was for the consultation exercise to begin prior to the autumn recess, the results of which would be fed back to the Committee. The consultation exercise would need to be 12 weeks in length which would result in the report being brought back to the Committee approximately around October 2019 with the ideal outcome being that the Committee would endorse the Stage 2 report and officers would be in a position to progress with Stage 3.

A Member of the Committee, who was also a local Ward Member, advised that the Dinas Powys project was something that was desperately needed and welcomed by the residents of Dinas Powys. However, there was concern over dispersal of assets and various other points in the process of looking at too many options at any one time. The Member advised that he was not in agreement with the comment raised by Mr. Pattenden with regards to the need to direct commuters, particularly to Mileniwm Way as, in his experience, the majority of traffic that went to the Biglis Roundabout travelled up the link road through to Port Road as they wished to travel mainly to Llantwit Major or the St. Athan area. It was important that the Council maintained direction for the project and therefore recommended that the Local Authority look exclusively at the Green and Pink Routes for the additional work that was to be undertaken. The recommendation was subsequently seconded by the Committee Chairman.

On verbal agreement, the Committee also agreed to progress with the recommendations as set out in the Officer's report.

At this point, a Member wished to highlight his concerns as to whether there had been enough consideration given to the traffic along from Mileniwm Way to Biglis Roundabout and also those vehicles travelling on Windsor Road and Redlands Road and down by the Barons Court as the by-pass project would have a massive impact on all of the traffic routes, however recognised that concerns would be mitigated with research conducted in the future.

In response, the Head of Neighbourhood Services and Transport advised that the model would generate the required research and that the original commission was just looking at a by-pass for the Dinas Powys area. With regards to the additional

recommendation raised by the Committee, the Officer advised that basic investigative work had already taken place regarding the Blue Route and therefore that work would still remain within the Stage 2 WeITAG report, however, any permissions for her to not continue with the work regarding the Blue Route would have financial, resource and timing benefits for her section.

In conclusion, the Chairman wished to bring the Committee's attention to the written representations as tabled from a member of the public and Councillor Burnett.

With no further questions raised from the tabled written representations, the Officer wished to provide assurance that with regards to the point raised in the public representations regarding the Well-being of Future Generations (Wales) Act 2015, the Council was required to complete documentation and assess its work against the Act and that that scheduled works had already taken place. With regards to the representations received from Councillor Burnett, the Officer wished to answer the question contained regarding the gender split of the consultants and review group. The Officer advised that there was both male and female interest on the review group and confirmed that the lead consultants were female as well as herself also acting as the Chair of the group.

#### RECOMMENDED –

- (1) T H A T the progress made on the WeITAG studies relating to improving strategic transport in Dinas Powys be noted.
- (2) T H A T should grant funding not be available from Welsh Government for the completion of the Stage 2 WeITAG work, as identified in paragraph 4.7 of the report, the Committee endorses the authorisation from Cabinet to the Head of Neighbourhood Services and Transport to seek an alternative funding source.
- (3) T H A T the Head of Neighbourhood Services and Transport progress with Stage 2 works for the Green and Pink Route exclusively.
- (4) T H A T the comments of the Scrutiny Committee, as well as the recommendations raised above, be referred to Cabinet for consideration.

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The Leader outlined that the Scrutiny Committee had recommended for the Green and Pink routes to be progressed, and for there not be any further work on the Blue route as this could delay the process.

The Leader also referred to an email, sent to him and the Cabinet Member for Neighbourhood Services and Transport, from the Dinas Powys Community Council which had asked for the proposals to be discussed at a meeting of the Community Council prior to any Cabinet resolution. The Leader stated that the Community Council had been given two week notice to hold such a meeting, to which nothing had been heard back.

In addition, the Cabinet Member for Neighbourhood Services and Transport stated that previously Cabinet had reviewed several different options for a by-pass, and the Scrutiny Committee had advised that two routes, Green and Pink, should be progressed through the WelTag process. The Cabinet Member stated that at the Scrutiny Committee on 7<sup>th</sup> March, the Dinas Powys Community Council representative present suggested that a further assessment of the Blue route should be undertaken. However one of the Dinas Powys Ward Members present at the Committee put forward a motion that the Blue route should now be withdrawn on the basis that continued work on this route could cause delay to the Dinas Powys Transport Study.

The Cabinet Member explained that the matter had received full and detailed consideration, so he considered that the request for a deferment to reassess the Blue route would cause delay. He also advised that there had still not been any notification from Welsh Government in relation to funding of the next phase of the WelTAG studies.

The Cabinet Member thanked the Dinas Powys By-Pass Steering Group for all their hard work on the project to date, advising that this was much appreciated.

The Leader agreed that the proposals had to be progressed, as any further assessment could delay the scheme further.

Cabinet, having considered the reference and recommendations of the Environment and Regeneration Scrutiny Committee

RESOLVED –

- (1) T H A T the recommendations of the Scrutiny Committee be noted.
- (2) T H A T the progress made on the WelTAG studies relating to improving strategic transport in Dinas Powys be noted.
- (3) T H A T the decision of Welsh Government in relation to further funding be awaited and should grant funding not be available from Welsh Government for the completion of the Stage 2 WelTAG work, as identified in paragraph 4.7 of the report, the Head of Neighbourhood Services and Transport be authorised to seek an alternative funding source.
- (4) T H A T in pursuance of Resolution (2), the Head of Neighbourhood Services and Transport progress with Stage 2 works for the Green and Pink Route exclusively.

#### Reasons for decisions

- (1) To note the recommendations of the Scrutiny Committee.
- (2) To update Members on progress made on the scheme.
- (3&4) To secure funding to deliver a final Stage 2 report for the project.

**C657          ANNOUNCEMENT –**

The Leader, on behalf of Cabinet, offered thanks to the Cabinet Member for Neighbourhood Services and Transport, who was attending his final Cabinet meeting. The Leader thanked him for all his hard work not just over the past two years, but also during previous Administrations.