

CABINET

Minutes of a meeting held on 20th January, 2020.

Present: Councillor N. Moore (Chairman); Councillor L. Burnett (Vice-Chairman); Councillors B.T. Gray, P.G. King, K.F. McCaffer and Mrs. M.R. Wilkinson.

Also Present: Councillor Mrs. C.A. Cave.

C184 APOLOGY FOR ABSENCE –

This was received from Councillor E. Williams.

C185 MINUTES –

The Leader asked colleagues to note a small amendment to the resolutions regarding Minute C175 on Pages 293-294 concerning the Community Asset Transfer Guidance 2019-2023 report, as a matter of accuracy.

It was proposed that the resolutions be amended to read:-

RESOLVED –

(1) T H A T Cabinet considered the contents of the report and that the new Community Asset Transfer Guidance 2019-2023 as detailed in the report and appendices be adopted.

(2) T H A T delegated authority be given to the Head of Finance, in consultation with the Leader, to make any future amendments required to update the guidance that do not affect the overall substance of the document.

Cabinet were content to support the amendments, as suggested.

RESOLVED – T H A T subject to the agreed amendments, the minutes of the meeting held on 16th December, 2019 be approved as a correct record.

C186 DECLARATIONS OF INTEREST –

No declarations were received.

C187 WELFARE REFORM – PROGRESS REPORT (REF) –

The Corporate Performance and Resources Scrutiny Committee considered the above report on 27th November, 2019, following the request from the Scrutiny Committee to be updated on the impact of the proposed changes to the Welfare Reform system following a Task and Finish Review in 2013. The report outlined the

impact to date of the rollout of the Universal Credit (UC) reform across all services and detailed the work being undertaken to support those impacted by the Welfare Reform changes.

UC was initially implemented in the Vale of Glamorgan on 22nd February, 2016. The roll out however had been paused at the end of December 2017 and the Full Service Roll Out that was due to begin in June 2018 had been postponed until 10th October, 2018. Customers remained entitled to Council Tax reduction whilst on UC even if their Housing Benefit award had been stopped. There had been a number of exclusions where individuals would still need to claim Housing Benefit such as Pensioners, those in temporary or supported accommodation and anyone receiving a Severe Disability Premium in an existing benefit. The Secretary of State for Work and Pensions had stated that the managed migration of existing Housing Benefit claimants to UC was intended to commence in July 2019 but only for a set area for a maximum of 10,000 people but aimed to be completed by March 2023.

At the end of June 2019 the Department of Work and Pensions (DWP) advised that there were 3,040 UC claimants in the Vale of Glamorgan compared to 535 at the same time last year. The DWP roll-out of UC was to be supplemented by the locally delivered "Universal Support" to provide advice and support to UC claimants when completing a claim. This support was provided by the Citizens Advice Bureau.

The Council needed to continue to support those on existing Housing Benefit claims or those who were excluded from claiming UC until they were eventually transferred to UC. After that time the Council would still be responsible for Housing Benefits administration for those persons who were clients of the Pension Service and customers in supported, temporary accommodation or getting a Severe Disability Premium in an existing legacy benefit as these were presently outside the scope of UC.

Having particular regard to housing, it was noted that the Housing Services Income Team had continued to monitor income levels and support individuals had had experienced difficulties in paying their rent. The annual rent arrears figure in relation to all stock, as at 31st March, 2019, was noted as £258,844 which equated to 1.26% of rental income. The report outlined that this was a deterioration in performance compared to the figure reported in the previous year, but still compared favourable with almost other Registered Social Landlords and Councils in Wales.

A number of internal improvements continued to be made to improve the system used for monitoring rents which had resulted in further automation of the recovery process which saved time carrying out administrative tasks and allowed staff to increase personal contacts with tenants and to provide assistance to manage their rental account.

Over the last year three advisors had made 824 home visits to clients which had resulted in additional money to tenants of £228,433.84. It was further noted that demand for the service continued to grow as people found themselves in financial hardship.

In referring to potential rent possession proceedings, a Member raised the concern that individuals could fall into debt which was beyond their control and bring unnecessary human misery. Another Member commented that UC applications relied heavily on ICT services, with the request that the Council should consider making equipment more available to the public at for example community centres etc. to assist them.

Having regard to concerns in relation to the roll out of UC, Members

RECOMMENDED –

- (1) T H A T Cabinet consider sending a letter to Welsh Government lobbying for an increase in the Discretionary Housing Payments Grant jointly in the names of the Cabinet Member for Housing and Building Services the Cabinet Member for Social Care and Health.
- (2) T H A T a further report on the progress of Welfare Reform be presented to the Committee in May 2020 and that the Committee's work programme be amended accordingly.

Reasons for recommendations

- (1) In order to raise Members' concerns in relation the Discretionary Housing Payments Grant and for that to be voiced by the Cabinet to Welsh Government and the WLGA.
- (2) In order that the impact of the Welfare Reforms can be further considered by the Committee and that it continues monitoring the impacts.

 The Leader referred to Appendix A of the 'Welfare Reform – Progress Report' that went to Corporate Performance and Resources Scrutiny Committee on the 27th November, 2019 which was tabled at the meeting as it contained information relevant to the request in Recommendation (1).

Page 2 of the Appendix referred to £239,742 as the funding allocation from the Department for Work and Pensions (DWP). The amount currently committed was £236,000 with a few outstanding claims yet to be processed; as such, the difference of around £3,500 was likely to be spent by the close of the financial year.

Therefore, at this time Cabinet felt that the request to write to Welsh Government to lobby for increased funding was premature but agreed that this position would be reviewed when all accounts were finalised.

Cabinet, having considered the recommendations of the Corporate Performance and Resources Scrutiny Committee, together with Appendix A as tabled,

RESOLVED – T H A T the request to send a letter to Welsh Government lobbying for an increase in the Discretionary Housing Payments Grant and would review the position once the budget had been set be noted. Should such a letter be required, the Leader would be happy to write to Welsh Government as the responsible Cabinet Member.

Reason for decision

To review the position at the conclusion of the budget setting process.

C188 QUARTER 2 SICKNESS ABSENCE REPORT 2019/2020 (REF) –

The Corporate Performance and Resources Scrutiny Committee considered the above report on 27th November, 2019. The report set out the sickness absence figures for the six month period 1st April to 30th September, 2019 as part of the agreed performance management arrangements. Cabinet had considered the report on 18th November, 2019 and had referred it to the Corporate Performance and Resources Scrutiny Committee for its consideration at its meeting on 27th November, 2019.

There had been a significant increase in absence levels during the first half of 2019/2020 compared with the same period for the previous financial year. The absence rates were set out in paragraph 4.1 of the report and showed an increase from 3.71 days lost per Full Time Equivalent (FTE) (April to September 2018) to 4.74 days lost per FTE (April to September 2019). The target for Quarter 2 (April to September 2019) was set as 3.71 days lost per FTE.

An analysis of the figures in each Directorate was set out in paragraph reference 2.7 of the report to Cabinet with an analysis of the reasons for absence set out in paragraphs reference 2.13 to 2.25.

It was reported that the increase in absence levels was largely due to the increase in long term absence rates together with an increase in absences within Schools. With Schools having almost 50% of the workforce, any increase in this area was likely to cause an increase Council wide.

There continued to be scrutiny of absence cases which took place on a monthly basis between the HR Business Partnership and Occupational Health teams, particularly reviewing staff with absences over four weeks and those who had regular absences to provide early intervention and support. Absence was discussed at Directorate Management Teams as part of their service-based action plans. Committee was advised that the figures for comparison with the rest of the Welsh Authorities would not be available until later in the year, but these would be shared when available. The Vale of Glamorgan Council's current annual forecast for 2019/2020 was 11.66 days lost per FTE. This was a significant increase on absence levels for the Council over the past few years. For 2018/2019 the Council's absence figure was 9.12 days lost per FTE as a comparison. Paragraphs reference 2.27 to 2.29 of the report to Cabinet listed the number of initiatives the Council continued to support for staff.

The performance management approach to absence management was to continue throughout 2019/20 with further updates to be provided to Cabinet and Scrutiny as required.

It was noted that overall stress continued to be the most common reason for sickness absence and although this was common within the Public Sector and Local Government. Stress related absence in the Council had reduced from 29.2% in 2017/18 to 28.8% in 2018/19. In the recording of stress absence this was now split into non-work and work related stress and as the Council had 12 months of data, further analysis would take place during 2019/20 which would assist with understanding the reasons for the absence as well as looking at ways to assist the health and welfare of employees and inform Occupational Health and the Employee Counselling service to achieve this objective.

A table with the five most common absence reasons for each Directorate was set out at paragraph reference 2.20 of the report to Cabinet and data included the FTE days lost and percentage of absences in each of the reasons.

The report highlighted the Council's employee assistance programme which remained available to all employees. Work was continuing to develop positive health support in a number of areas as outlined below:

- Flu vaccinations had been offered to all employees during September to December 2018 and a total of 1,566 vaccinations had been administered to employees. The 2019 sessions had already commenced and data would be provided in the End of Year Sickness Report;
- A new Occupational Health (OH) Nurse was appointed in January 2019;
- The OH service was offering health screening to all employees every Thursday (subject to other work commitments). This included: height, weight, BMI, Blood Pressure, Cholesterol and Blood Sugar Tests. Appointments could be made via iDev and if employees did not have access to iDev their manager could book one on their behalf or they could contact OH direct to make the appointment for them;
- The Council had also chosen to install a further two Public Access Defibrillators at the Civic and Docks offices in January 2019. The Alps and Court Road depots both had defibrillators installed in March 2018. Over 80 employees had been trained in the use of the defibrillators, and although training was non-essential it was seen as good practice to offer the training.
- The Council had nearly 40 trained (via Time to Change Wales) mental health champions whose primary role involved:
 - Promoting health campaigns e.g. World Mental Health Day;
 - Encouraging colleagues to participate in the Council's wellbeing initiatives / challenges;
 - Involvement in events and collaborative working with other Champions across the Council and other organisations;
 - Role modelling and promoting a healthy culture within the workplace;
 - Organising activities e.g. lunch-time walks, Yoga sessions, book club, hobby group etc;
 - Signposting colleagues to relevant services.

A Member raised concerns in relation to the new Waste collection arrangements on staff as he had been aware, for example, that in his Ward four houses had placed 31 green bags for collection and his concern related to the weight and amount of refuse collectors would have to collect. The Member stated in his view there should be a limit as to the number of bags that residents could put out. The Operational Manager for Employee Services advised that further work was currently being undertaken in relation to musculoskeletal absence and following the changes in the blue print of the waste collection service, HR was tracking what was happening with a small working group looking in more detail at the issues.

In referring to Schools operating as their own Governing Body and the difficulty the Council had in managing Schools' absences, it was requested that in future reports sickness at Schools be separated from Corporate data in order that Members could see the whole picture for the employees it was directly accountable for.

Members welcomed the increased uptake in relation to flu jab appointments, with the Head of Service stating that the Council was now on its second batch of flu vaccinations and would possibly be looking to obtaining a third batch. Other mitigating initiatives had also been introduced with the establishment of a Wellbeing Group which was also looking at the targets that were currently set. The Chairman commented that more flexibility should also be considered with for example further agile working and a common-sense approach to home working being undertaken.

Having regard to the Council's initiative of purchasing annual leave, it was also requested that a further breakdown be included in future reports of how many staff purchased leave and the departments they were in.

Having regard to cleanliness and hygiene issues, a Member also suggested that the toilet facilities be reviewed with a re-emphasis on personal hygiene being made.

In referring to the issue of stomach ailments, again Members sought any information that was available in this regard to be presented to Committee, with it subsequently being

RECOMMENDED –

- (1) T H A T the report be noted.
- (2) T H A T further data capture information as outlined above be presented to future meetings of the Committee and the Committee's forward work programme be amended accordingly.
- (3) T H A T Cabinet be informed of the Committee's intention to seek further information and to report back once that information has been received.

Reasons for recommendations

- (1) Having regard to the report.

(2&3) Following consideration at the meeting and a view to receiving further data in order to make informed recommendations if required.

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

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

Reason for decision

To note the contents of the report.

C189 CORPORATE RISK REGISTER QUARTER 2 UPDATE (REF) –

The Audit Committee had considered the above report at its meeting on 16th December, 2019. The Head of Policy and Business Transformation presented the update on the Quarter 2 position of Corporate Risks for April 2019 to September 2019 of risks contained within the Corporate Risk Register as outlined in the Corporate Risk Summary Report.

Attached at Annex A was the Quarter 2 Risk Summary Report. It was reported that there were 14 Corporate Risks on the Register. Of these, three currently scored Medium / High, 10 risks scored Medium and one risk scored Medium / Low. Members noted that the position of risks on the Register had remained largely unchanged with the exception of the Deprivation of Liberty Safeguards risk, the score of which had decreased from 12 (High) to a score of 8, giving it a Medium / High status. Although the resource pressure and demand for assessments continued to exist, the Council had made good progress in putting in play mitigations to reducing the risk. The risk status had been reviewed and considered in context of other risks contained within the Register such as Brexit.

During Quarter 2, a total of 13% of actions (20) were completed, 77% (123) were on track and allocated a Green status. 2% (3) of actions were allocated an Amber status for minor slippage and 8% (13) slipped and were allocated a Red status. A breakdown of the individual exceptions was provided in Section 6.

A Committee Member stated that it would be useful to have more information regarding how the issues around Brexit would be taken forward. He also queried why Welfare reform and Reshaping Services had not been flagged up as a higher risk given update reports provided at the Corporate Performance and Resources Scrutiny Committee meeting. In reply, the Head of Policy and Business Transformation advised that the Corporate Management Team had regular discussions on how the Council was handling Brexit. In addition, the Director of Environment and Housing was working on how some of the longer-term issues would be managed and this work would be communicated to all Councillors. With regard to Welfare Reform, the Head of Finance stated that the report was also considered by the Corporate Management Team and so there had been a change in

membership of the Insight Board to include the relevant staff who worked in this area.

A Member referred to pages 152 and 153 and queried progress in relation to action AS/A042 – Implement a “Team around an individual” approach to Dementia Services, Action AS/A043 – A Vale Locality Model, Action AS/A044 – a Long Term Care Service at Ty Jenner and Action AS/IT053 – in relation to the integration of technology and video conferencing for the Vale Locality. In reply, the Head of Policy and Business Transformation stated that he would follow up these queries with the appropriate departments, but information on this had been presented to the Healthy Living and Social Care Scrutiny Committee. He also added that it may be an idea to focus the next quarter update on Welfare reform. With regard to the wider work around integration between Health and Social Care, he advised that a review had been undertaken on how the two areas interacted, so work was ongoing. Further to this point, a Committee Member stated that for some actions which had been flagged up Red, were attributed to the Cardiff and Vale Health Board so it was difficult to understand where the responsibility for the delays were.

A Committee Member outlined concern in relation to the environment and sustainability and he stated that he could not see what work was underway in order to reduce carbon emissions. In reply, the Head of Policy and Business Transformation stated that a response to this was provided following a question at Full Council the previous week which related specifically to the climate emergency. He clarified that a lot of work was underway, but the Council needed to better communicate the progress being made. Further to this point, a Committee Member stated that the Council had to undertake better management of trees as the Council did not employ experts in this field. He stated that the Council needed a Tree Strategy. In reply, the Head of Policy and Business Transformation stated that this would be fed back to the Director of Environment and Housing and he advised that a Tree Strategy would be presented to Cabinet over the next few months.

The Committee was then provided with an overview from the Head of Additional Learning Needs and Wellbeing of an emerging risk in relation to Additional Learning Needs. The Head of Additional Learning Needs and Wellbeing began by stating that in the Vale of Glamorgan there were numerous inter-related elements of service provision which formed a graduated response to need. There were six levels of provision, these being:

- Mainstream provision;
- Outreach services;
- ALN / SEN funding to schools;
- Specialist resource bases and a Pupil Referral Unit;
- Specialist schools;
- Out of county and independent school placements.

The aim was to prevent the pupil reaching the top of the pyramid by having services in place to manage individual needs.

The key driving forces associated with the risk around Additional Learning Needs was the growth in demand, the Council's capacity and financial viability to meet the

growing needs which had been further impacted by duties coming out of the Additional Learning Needs (Wales) Act.

Members were advised that there had been a growth in the number of children presenting with increasingly more complex Additional Learning Needs. This impacted not only on the capacity of existing provision as Ysgol y Deri but also placed a significant cost pressure on budgets with every pupil placed at Ysgol y Deri costing an average of £25k. Therefore, the Council was looking at ways to adding further placements within the existing Ysgol y Deri site with a view in the longer term of building a new Ysgol y Deri site 2 as part of the 21st Century Schools Programme.

In relation to Post 16 education, the Head of Additional Learning Needs and Wellbeing stated that there was a need to interact with providers such as further educational colleges who were also bound by the new Act. However, colleges would only have to evidence that they had used their “best endeavour” to meet the needs of individuals and if they could not, then support would be passed to the Local Authority. This was a key risk to the Council which was more difficult as colleges were not the responsibility of the Council. If therefore the provision for support was not there then this would fall to the Council which would have considerable cost implications. In order to mitigate the risk, the Council was working with the Cardiff and Vale College in order to create a provision map and to ascertain where the gaps in provision may be. It therefore made sense to make use of current services, but the key would be where would funding be apportioned to.

Another aspect of the Act was the need to ensure that everything was bilingual and that Welsh was on parity to English. The Head of Additional Learning Needs and Wellbeing stated that he did not disagree with this principle, but for the Vale of Glamorgan the number of Welsh speakers made specialist provision very costly. Therefore, in order to meet demand, the Council would be working with neighbouring Local Authorities on a regional basis to create an outreach service. In addition, Welsh training would be provided to staff.

With regard to mainstream schools, the Head of Additional Learning Needs and Wellbeing advised that the main issue was more staff training to meet the individual needs of children and young people. This was therefore a major focus of the Central South Consortium. He outlined that when Ysgol Y Deri was built it had an initial capacity of 205 placements. At present, 276 children were currently placed there, so the numbers leaving the service was being outstripped by those going in. This, and because there had also been a reduction in respite use, was why it had been decided to remodel Ty Deri in order to create more classroom spaces. Over the medium-term, the plan was to create Ysgol Y Deri 2 which would increase capacity by 150 placements.

The Head of Additional Learning Needs and Wellbeing added that Ysgol Y Deri did not cater for social / emotional / mental wellbeing needs, as these were managed by the Pupil Referral Unit or resource bases at mainstream schools. This would therefore be the biggest challenge for schools. The demand for this kind of support was increasing and was in line with an increase in exclusions and home schooling. In order to tackle this an action plan had been devised to build capacity and to create centres for social/emotional/wellbeing support in order to avoid out of county

placements. One of the key actions was the development of a “Trauma Informed Approach”, and funding had been granted around appropriate training for staff and senior leaders.

A Committee Member thanked the Head of Additional Learning Needs and Wellbeing for his update and stated that a key challenge was around improving transition at Post 16 education and he raised concern that, although the Council had the necessary expertise, it did not have a further educational institute. He stated that there were two strands, one was those with obvious needs and the second was those learners with emotional / mental health challenges which was a big issue and so it was important to talk to pupils in order to reduce isolation. The Member referred to the right of appeal and he was concerned that this could lead to increased costs to the Council as the funding from Welsh Government was insufficient. In reply, the Head of Additional Learning Needs and Wellbeing stated that an amount of £20m had been allocated across Wales by Welsh Government, but this was to assist Local Authorities with implementing the Act. Therefore, clarity was needed from Welsh Government around who would fund provision and the support services.

The Committee considered where the Additional Learning Needs risk sat within the Risk Register, and Members noted that this had been categorised under risk CR2 – Legislative Change and Local Government Reform. The Committee therefore considered it appropriate that as the emerging risks were increasing, for Additional Learning Needs to be a stand-alone risk within the Register. In reply, the Head of Policy and Business Transformation stated that this would be considered for the next Risk update and this would include a review of risks contained under the umbrella of legislative changes, with a focus on Additional Learning Needs. The Head of Additional Learning Needs and Wellbeing also added that further commentary of this risk would be welcomed, as Ysgol Y Deri 2 was something that the Council had to do to meet demand. He also advised Members, that another pressure related to income recoupment which had decreased from approximately £3m in 2014 to around £1m last year. This was because other Local Authorities had developed their own service provision, and because there had been an increase in demand for placements from Vale of Glamorgan residents.

Subsequently, it was

RESOLVED –

- (1) T H A T the Quarter 2 position of corporate risks for the period April to September 2019 as outlined in Annex A to the report be noted.
- (2) T H A T the Quarter 2 position for April 2019 – September 2019 be referred to Cabinet for consideration and endorsement.
- (3) T H A T the area of Additional Learning Needs should be a stand alone risk within the Risk Register.

Reasons for decisions

- (1) Following consideration of the Quarter 2 position.

- (2) To ensure Cabinet receives a Quarter 2 position on the Corporate Risk Register.
- (3) In order for Additional Learning Needs to be a stand alone risk within the Risk Register.

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Cabinet having considered the recommendations of the Audit Committee

RESOLVED – T H A T the contents of the report be noted, with Cabinet endorsing that Additional Learning Needs should be a stand alone risk within the Risk Register.

Reason for decision

To note the contents of the report.

C190 INITIAL REVENUE BUDGET PROPOSALS 2020/21 AND REVISED BUDGET 2019/20 (REF) –

The Corporate Performance and Resources Scrutiny Committee had considered the above report on 19th December, 2019. The Head of Finance outlined the report stating this was an update on the current amended revenue budget for 2019/20 and the provisional budget proposals for 2020/21. She stated that within the amended revenue budget for 2019/20 there had been several instances of overspends and highlighted these including: in Learning and Skills, £563,000; Social Services, £1.7m; and Environment and Housing (Neighbourhood Services and Transport), £1.520m against the 2019/20 budget. As a result, there will need to be unplanned use of relevant reserves to balance the budget. The report detailed a projected favourable variance of £6.5m for Policy and proposed that £2.5m be utilised to fund the adverse variances within Learning and Skills and Neighbourhood and Environment Services and that £4m be transferred to the Council Fund for consideration as part of the final budget proposals for 2020/2021.

The Head of Finance went on to outline the basis on which the initial Revenue Estimates 2020/2021 had been drafted. At the time of drafting the report the provisional settlement had not been received from Welsh Government and therefore the draft estimates were based on the funding scenarios previously outlined in the Medium Term Financial Plan. The draft estimates had not made any allowances for price inflation, therefore services would have to meet this pressure within their existing budgets. Further, a 2% pay award had been assumed. All Directorates had also identified cost pressures for the new financial year and these totalled £10m.

The Head of Finance referred to the recent announcement of the provisional settlement from Welsh Government, which worked out on average to be around 4.3% across Wales. The Vale of Glamorgan had received a settlement which was an increase of 4.9% over the current year, which was the second highest increase in Wales. This additional funding would be considered as part of the final budget proposals.

A Committee Member stated that the Vale of Glamorgan had received a good settlement but felt the Council should have anticipated this potential increase and needed to factor this and other circumstances in before increasing Council Tax. He also asked about the position on teachers' pensions as well as Reshaping Services and whether the Council had further areas where it could make savings. He also stated that half the savings were within Education due to budget delegation and queried whether it belonged to this Committee or Audit or Learning and Culture as Education was a large spending area and therefore needed extensive scrutiny. He finally added that the Council needed further information from schools when requesting additional funding. The Head of Finance replied that all Local Authorities had a plan for a minimal change in funding from Welsh Government as that had been the prudent approach required when no indication has been received that the increase would be as high as that included in the provisional settlement. With regard to the impact of the settlement on budget planning, it was clarified that further work would be undertaken in relation to the funding of cost pressures and the level of savings required, which would include a review of the savings required from schools. In terms of teachers' pensions, it was confirmed that several Local Authorities had taken the decision to finance the cost from their base budget, as the Vale had done.

The Chairman raised the issue of schools and the importance of knowing about funding as soon as possible as a lack of certainty could cause issues within the school, for example, concerns about possible redundancies or other cut backs. He also mentioned the need for caution that the 4.9% increase from the Welsh Government settlement would not necessarily solve all issues and there were numerous potential cost pressures to consider - for example, Special Educational Needs (SEN). As part of this there was a need to look at reprofiling education costs in terms of the Central Consortium. The Chairman and another Committee Member also mentioned the costs and challenges potentially with recycling. They also asked the Head of Finance whether there had been conversations already with the Welsh Government concerning the provisional settlement to which she replied it was still early days but internal discussions had already started. Finally, the Head of Finance also stated that regional options or solutions might be useful in areas such as SEN and that discussions had already started in this area.

The reference/recommendation from the Environment and Regeneration Scrutiny Committee was also raised concerning the need to note the continued cost pressures for Environment and Housing and that this would need to be considered in light of the budget settlement. The Committee accepted this recommendation as well as suggesting that SEN be included.

It was

RECOMMENDED –

- (1) T H AT the amended revenue budget for 2019/20 as set out in Appendix 1 to the report be noted.
- (2) T H A T, having considered the Initial Revenue Budget Proposals for 2019/20 together with the recommendations from other Scrutiny Committees, the Committee's recommendations be forwarded to Cabinet.

(3) T H A T the setting aside of a sum of £4m in the Council Fund, with its use being considered as part of the final budget proposals for 2020/21 be noted.

(4) T H A T the setting aside of a sum of £0.5m in the Education Pressures reserve to be utilised to offset adverse variances in this area following consultation with the Head of Finance/Section 151 Officer and Cabinet Member for Performance and Resources be noted.

(5) T H A T the setting aside of a sum of £2m be set aside in the Neighbourhood Services reserve to be utilised to offset adverse variances in this area following consultation with the Head of Finance/Section 151 Officer and Cabinet Member for Performance and Resources be noted.

(6) T H A T the Committee recommend to Cabinet that despite the indicative budget increase of 4.9% for 2020/21 from Welsh Government, it be noted that the cost pressures for Environment and Housing and Special Educational Needs (SEN) would still remain and therefore need to be fully considered.

Reasons for recommendations

(1) To note changes to the 2019/20 budget.

(2) To enable Cabinet to consider the comments of Scrutiny Committees and other consultees before making a final proposal on the budget.

(3) To note the setting aside of funding in 2019/20.

(4) To note the setting aside of funding to mitigate additional costs associated with Education pressures in 2019/20.

(5) To note the setting aside of funding to mitigate additional costs associated with Neighbourhood and Transport Services in 2019/20.

(6) To highlight the significant cost pressures for Environment and Housing as well as Special Educational Needs (SEN).

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

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

Reason for decision

To note the contents of the report and would be considered as part of the budget setting process.

C191 INITIAL CAPITAL PROGRAMME PROPOSALS 2020/21 TO 2024/25 AND CAPITAL MONITORING 2019/20 – CORPORATE HEALTH (REF) –

The Corporate Performance and Resources Scrutiny Committee had considered the above report on 19th December, 2019. The Head of Finance explained the purpose of the report as well as referring to the supplementary information provided concerning the reference from the Environment and Regeneration Scrutiny Committee.

She firstly asked the Committee Members to consider changes to the 2019/20 Capital Programme such as the Band B 21st Century Schools Programme, and the Housing Programme/Spending where there would be some slippage into the next year.

The Head of Finance went on to explain that as the provisional settlement was received later this year it had not been possible to include this in the provisional estimate report. Due to this a provisional capital programme which included new schemes for 2020/21 and onwards was not presented within the report.

The Head of Finance referred to Appendix 3 of the report concerning the capital bids received for 2020/21 to 2024/25. She explained that the process involved all Directorates being asked to determine what they needed and then to submit a bid. The total number of bids received were 41 from the various Directorates – this was less than in previous years and represented Directorates prioritising and assessing their needs against the relevant criteria. She explained the criteria and questions which Directorates had to consider around the bid such as the nature of the bid, the reason why - for example legislation, facilities, look at the risk of what happens if it was not approved, look at corporate priorities and also whether the proposal would meet the requirements of the Future Generations and Wellbeing Act. The Council's Insight Board, which comprised the Managing Director and Senior Officers, was also used as a challenge forum for Directorates in terms of assessing the needs of a particular bid.

The Head of Finance referred to the provisional settlement from Welsh Government, which provided £500,000 additional capital funding. The final capital estimate report including this new funding would be considered by Cabinet in early February 2020. In terms of the reference from the Environment and Regeneration Scrutiny Committee concerning road resurfacing, some of the Government grant money would also be involved in potentially funding such projects.

The Operational Manager for Regeneration referred to Appendix 3 of the report in order to go through some of the examples for capital bids that had been received already:

- BSC2 – the bid was for the creation of a public car park to service BSC2 and the wider Innovation Quarter as well as the reconfiguration and refurbishment of the entire BCS2 building to enable occupation by businesses. The Operational Manager described this as an opportunity to build space for the growing businesses within Barry and the Vale. He went on to say that this was a great location and could be converted for business use as well as

provide excellent car parking access. He noted that businesses had made enquiries about office space within the Vale and this development would be an opportunity to accommodate new businesses coming into the area - although there had been no active marketing of the development as yet. This would also help to prevent businesses from relocating outside of the Vale of Glamorgan.

The Chairman asked about the cost of development to which the Operational Manager replied that they were in the process of fully costing this as well as looking at Barry Regeneration funding.

- Cosmeston Community Lodge – the Operational Manager described this as the provision of a unique, sustainable, multi-use community building overlooking the lake at Cosmeston Lakes Country Park, which would be available to a wide range of user groups and provide a wide range of activities while extending tourism opportunities and highlighting the site's cultural / natural heritage. He described the play area as run down but, with investment, it had the potential to attract more visitors. Another proposed project included improvements around the gateway to the park. The development of the facilities would also attract more private sector bookings such as filming and also be a useful community space for school visits. He also described the need to provide more parking spaces in the area and the use of safer, more durable, recycled composite decking materials within areas such as Cosmeston Board Walk.
- The Operational Manager for Regeneration also referred to Nightingale Cottage in Porthkerry Park where there was an opportunity to convert the cottage into holiday accommodation. A new facility would be needed for the rangers and it is likely that this would be located near the existing lodge, making rangers more accessible to the public.

A Committee Member asked about the BSC2 project regarding how many businesses could be accommodated within the development as well as whether businesses were interested in it or would they need incentivising in order to use the facilities. The Operational Manager for Regeneration replied that there had been some interest already from businesses – for example, small workshops due to the 'flexible' nature of the BSC2 spaces which would allow for their growth and development and he reiterated that a key reason for businesses not relocating to the Vale was due to space. The Vale of Glamorgan Council was also working with agents/property developers in order to attract or gauge interest in the development from businesses.

Another Committee Member asked about the bids concerning urgent repairs such as boiler and heating repairs at various Leisure Centres throughout the Vale, and in particular how urgent these were and were they more important than some other bids mentioned further on in the list, as it was important to be able to assess where the Council could spend money and how much it could spend. The Head of Finance replied that the bids were grouped and prioritised by each Directorate, therefore these bids were not necessarily more or less important than those from other

Directorates. She also added they were looking to establish a plan for boilers in order to manage their replacement within the Leisure Centres.

A Committee Member asked about the reprofiling of 21st Century Schools. These appeared to be all slipping and he queried whether the slippage of capital was affecting schools operationally. The Head of Finance replied that reprofiling was just around spending and would not impact on the operational side nor on other areas such as the completion date with the original opening dates for schools still valid.

A Committee Member asked about the new Household Waste Recycling Centre bid for the Western Vale to replace the existing rented facility at Llandow Trading Site. He queried whether it would be possible to extend the lease on the old site until the new site was completed. The Head of Finance replied that there was money available in order to extend the lease and thereby ensure there was no break in continuity between the old or new facilities.

A Committee Member referred to the Environment and Regeneration Scrutiny Committee's reference for this report regarding resurfacing (bid NST1 - Carriageway resurfacing/Surface treatments). There was a need for this Committee to help push Welsh Government for more funding within this area as it was essential the state of the roads around the Vale were improved. The Head of Finance replied that there were grants available for this year and next which could help make a significant improvement to roads but there was no guarantee of additional funding after that from Welsh Government.

The Chairman queried whether this report would be referred back to the Committee, to which the Head of Finance replied that the report would be going back to Cabinet in the early New Year and would then come back to this Committee prior to going to full Council.

It was

RECOMMENDED –

(1) T H A T the Initial Capital Programme Proposals for 2020/21 to 2024/25 were considered along with recommendations from other Scrutiny Committees and the recommendations be forwarded to Cabinet.

(2) T H A T the following changes to the 2019/20 Capital Programme be noted:

- Flying Start Gibbonsdown Children Centre Soft Play – Include a new scheme of £25k in the 2019/20 Capital Programme to be funded from WG grant;
- Ashpath Footpath Improvements – Remove this £72k scheme from the 2019/20 Capital Programme;
- Bus Stop Upgrades – Vire £10k to the A48 Strategic Corridor and Other Primary Bus Stops scheme in the 2019/20 Capital Programme;
- Replacement Jenner Park Stadium Roof – Increase budget by £12k funded from revenue.

(3) T H A T the following use of Delegated Authority to amend the 2019/20 Capital Programme be noted:

- Improvement works to the footpath infrastructure on Old Port Road, Wenvoe – Include a new £138k scheme into the 2019/20 Capital Programme to be funded by S106 Monies.

(4) T H A T the following changes to the 2019/20 and future years Capital Programme be noted:

- Band B 21st Century School Programme – Re-profile as detailed in this report;
- HRA Internal Works – Carry forward £200k into the 2020/21 Capital Programme;
- HRA External Works – Carry forward £580k into the 2020/21 Capital Programme;
- Housing Improvement Programme Common Parts – Carry forward £603k into the 2020/21 Capital Programme;
- Housing Improvement Programme Environmental Works – Carry forward £213k into the 2020/21 Capital Programme;
- Housing Improvement Programme New Build – Carry forward £600k into the 2020/21 Capital Programme;
- Penarth Heights Public Art – Vire £40k from this scheme to the North Penarth Open Space Improvements Scheme in the 2019/20 Capital Programme and carry forward £309k to the 2020/21 Capital Programme;
- Skills Training Centre – Carry forward £118k to the 2020/21 Capital Programme;
- City Deal – Amend the 2019/20 and 2020/21 budgets to £544k and £769k respectively in the Capital Programme;
- Disabled Facility Grants – Carry forward £152k into the 2020/21 Capital Programme.

(5) T H A T the Committee recommend to Cabinet that priority be given to those capital bids that fall within the criteria for Health and Safety legislation (Priority Level A) and those of Economic Sense/Invest to Save (Priority Level Ci).

(6) T H A T the Committee recommend to Cabinet for emphasis to be given to bid NST1 – Carriageway resurfacing/Surface treatments, which should be successful in order to maintain roads to an acceptable standard and because resurfacing is recognised as a major challenge as standards could deteriorate very quickly.

Reasons for recommendations

- (1) In order to gain the view of Scrutiny Committees.
- (2) To note amendments to the 2019/20 Capital Programme.
- (3) To note the use of Delegated Authority.

- (4) To note amendments to the 2019/20 and future years Capital Programme.
- (5) To ensure that priority is given to those bids within the Capital Programme that fall within the criteria for 'Health and Safety' and 'Economic Sense/Invest to Save'.
- (6) Having regard to the impact of a reduction in Welsh Government funding for Carriageway resurfacing/Surface treatments and the importance to maintain road surface standards.

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

RESOLVED – T H A T the contents of the report be noted and would be considered as part of the budget setting process.

Reason for decision

To note the contents of the report.

C192 QUARTER 2 2019/20 PERFORMANCE REPORT – CORPORATE HEALTH (REF) –

The Corporate Performance and Resources Scrutiny Committee had considered the above report on 19th December, 2019. The Head of Policy and Business Transformation outlined the report, with a particular focus on Appendix A.

He went on to say that the Council had made good progress in terms of integrated planning actions aligned with the Corporate Plan and this had contributed to an overall Green status for the quarter, with 92% of activities aligned with the Corporate Health priorities being attributed a Green performance status. It was also noted that there was a performance indicator attributed an Amber status as well as six others attributed a Red performance status and these exceptions would be the ones he would be focusing on as part of the presentation of the report:

- PD/IT077 – The Council's Digital Strategy. The Head of Policy and Business Transformation stated that there had been slower than anticipated progress in the digital customer objective, but work was ongoing to establish the functional requirements and business case for a digital customer platform which would help to implement the Council's Digital Strategy;
- SL/W044 – To identify opportunities to work collaboratively across the region in order to develop capacity in specialist services/critical posts. This was encountering limitations in terms of back office systems with limited scope. However, the service continued to explore opportunities to work collaboratively but none had been identified for this quarter;
- NS/AM011 – Work towards operating from one depot at the Alps, with satellite parking areas. This was still a work in progress with work being done in terms

of producing a marketing plan to assist developing the commercial waste service;

- HS/C048 – To look at the potential for collaboration with Cardiff and Vale College regarding joint apprentice training programme for construction. Work remained ongoing to identify opportunities for collaboration;
- AS/AM041 – Review the quality of existing assets including identifying options for the way forward for the delivery of an Integrated Health and Social Care Service. The Council continued to work in partnership with Health colleagues in relation to assets and identifying opportunities for investment and renewal. This was also the same status as AS/AM044 – Considering assets in partnership with other partners to make best use of pooled resources.

A Committee Member queried action SL/W044 regarding collaborative working around capacity in specialist services / critical posts, with the commentary seemingly suggesting nothing was happening with this as yet. As a result should this action and similar actions be 'parked' until such progress was made on them. The Head of Policy and Business Transformation replied that the action remained in-situ because there was still potential for opportunities to be identified in the future, but he would look to take the Committee Member's comments/suggestions back and see what could be done about similar actions.

Another Committee Member asked about action NS/AM011 – Operating from one depot at the Alps - requesting more details on actions to date on this. The Head of Policy and Business Transformation stated that he would refer this to Neighbourhood Services in order to gain further information for the Committee Member and the Committee as a whole.

The Chairman suggested that education services such as Additional Learning Needs should be considered as a separate risk priority as opposed to being grouped within another area as what currently happens. His rationale was that it was important to look at the impact on these services in order that this could be communicated upwards to ultimately the Westminster Government – given the new Education Act. A Committee Member asked about those actions that appeared to have stalled almost permanently or had 'slipped' due to being less a priority and whether these should remain on the actions table at this time. He cited an example of procurement on the performance management system. The Head of Policy and Business Transformation replied that this was a carry on from last year's Performance and Development service plan and a decision had been taken not to replace the system whilst the new performance arrangements are established to support the new Corporate Plan. However, assurances were given that in the interim, procedures were in place to back up this data, the data being secured and audited and the system would not be replaced until the complete transition to a new framework reporting, which was still being waited on and needed to be agreed with the Party Groups and Scrutiny Committee Chairmen.

The Head of Finance added that there were two issues around actions that remained on the performance reporting:

- In terms of profile spend there was an assumption of 50% spend on capital projects by the end of September, but this did not normally happen and so

going forward there would need to be a review of the profile in order to improve it and to make it more accurate;

- In terms of the Capital Programme, performance could change due to new schemes, slippage etc.

It was

RECOMMENDED –

(1) T H A T the performance results and progress towards achieving key outcomes in line with Year 4 priorities for Corporate Health as outlined in the Corporate Plan 2016-20 be noted.

(2) T H A T the remedial actions taken to address areas of underperformance and the challenges identified were considered with the Committee's views and recommendations being referred thereafter to Cabinet for their consideration and approval.

(3) T H A T Additional Learning Needs and other education provisions be grouped as a separate risk priority on future reporting.

Reasons for recommendations

(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 2015 that it maximises its contribution to achieving the well-being goals for Wales.

(3) In order that Additional Learning Needs and other education provisions be considered separately and to assess the impact on these services.

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

RESOLVED – T H A T the contents of the report be noted, with Cabinet confirming its previous decision and endorsing that Additional Learning Needs should be a stand alone risk within the Risk Register.

Reason for decision

To note the contents of the report.

C193 CARDIFF CAPITAL REGION CITY DEAL – REGIONAL TRANSPORT AUTHORITY –

The minutes of the Cardiff Capital Region City Deal – Regional Transport Authority meeting held on 13th November, 2019 were submitted.

Members present:

Cllr David Davies	-	Blaenau Gwent Council
Cllr Huw David (Chair)	-	Bridgend Council
Cllr Richard Young	-	Bridgend Council
Cllr Caro Wild	-	Cardiff Council
Cllr Roger Jeavons	-	Newport Council
Cllr Paul King	-	Vale of Glamorgan Council
Cllr Ann Crimmings	-	Rhondda Cynon Taff

Officers:

Alun Evans	-	Blaenau Gwent Council
Ellie Fry	-	Blaenau Gwent Council
Kevin Mulcahy	-	Bridgend Council
Alyn Owen	-	Merthyr Tydfil Council
Kellie Beirne	-	Cardiff Capital Region Director
Clare Cameron	-	Cardiff Capital Region
John Gibson	-	Cardiff Council
Richard Cope	-	Monmouthshire Council
Simon Nicholls	-	Newport Council
Chris Bradshaw	-	Rhondda Cynon Taf Council
Michele Mitchell	-	Torfaen Council
Emma Reed	-	Vale of Glamorgan Council
Marcus Lloyd	-	Caerphilly Council

Invited guests:

Robin Beckmann	Welsh Government
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Apologies:

Cllr Fiona Cross	-	Torfaen Council
Christian Schmidt	-	Monmouthshire Council
Cllr Bryan Jones	-	Monmouthshire Council
Kyle Phillips	-	Vale of Glamorgan Council
Cllr Sean Morgan	-	Caerphilly Council
Cllr David Hughes	-	Merthyr Tydfil Council
Cllr Andrew Morgan	-	Rhondda Cynon Taff
Chris Bradshaw	-	Rhondda Cynon Taff
Roger Waters	-	Rhondda Cynon Taff

1. Welcome & Introductions

Cllr David welcomed colleagues to the public meeting and introduced a colleague from Welsh Government who would be providing some update information as indicated on the agenda.

Cllr David informed members that the meeting was not quorate with only six members in attendance and therefore the meeting would need to be adjourned. Members agreed the presentation to be delivered as planned by WG as no formal decision required.

3. Presentation by Robin Beckmann (Welsh Government).

Presentation delivered by RB.

Cllr David closed the meeting.

8. Date of next meeting

This meeting is to be rescheduled for the 28th November 2019 at 9.30am in Council Chamber, Civic Offices, Angel Street, Bridgend, CF31 4WB (please report to reception).

Informal discussion.

4 and 6. Metro Enhancement Framework and Metro+ Phase 1

Members held an informal discussion regarding items 4 and 6 on the agenda which will be the subject of a rescheduled formal meeting.

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RESOLVED – T H A T the minutes of the Cardiff Capital Region City Deal – Regional Transport Authority held on 13th November, 2019 be noted.

Reason for decision

To note the minutes.

C194 CARDIFF CAPITAL REGION CITY DEAL – REGIONAL TRANSPORT AUTHORITY –

The minutes of the Cardiff Capital Region City Deal – Regional Transport Authority meeting held on 28th November, 2019 were submitted.

Attending

Chair	HD	Huw David	Bridgend County Borough Council
Member	AC	Ann Crimmings	Rhondda Cynon Taf CBC
Member	CW	Caro Wild	Cardiff Council
Member	DD	David Davies	Blaenau-Gwent County Borough Council
Member	GT	Geraint Thomas	Merthyr Tydfil County Borough Council
Member	FC	Fiona Cross	Torfaen County Council
Member	JP	Jane Pratt	Monmouthshire County Council
Member	PK	Peter King	Vale of Glamorgan County Council

Member	RY	Richard Young	Bridgend County Borough Council
Member	SM	Sean Morgan	Caerphilly County Council
Officer	AO	Alyn Owen	Merthyr Tydfil County Borough Council
Officer	AG	Andrew Gregory	Cardiff Council
Officer	RC	Richard Cope	Monmouthshire County Council
Officer	ER	Emma Reed	Vale of Glamorgan County Council
Officer	EF	Ellie Fry	Blaenau-Gwent County Borough Council
Officer	RW	Roger Waters	Rhondda Cynon Taf CBC
Officer	RT	Rhys Thomas	CCR City Deal
Officer	JW	Jenna Walters	Cardiff Council
Officer	MLO	Mari Lowe	CCR City Deal
Officer	ML	Marcus Lloyd	Caerphilly County Council
Officer	MM	Michele Mitchell	Torfaen County Council
Officer	ZS	Zak Shell	Bridgend County Borough Council
Officer	JPA	Jonathan Parsons	Bridgend County Borough Council
Observer	AH	Andy Holder	Transport for Wales Rail Services
Observer	FP	Fiona Pocock	Effective Communications

Apologies:

Member	RJ	Roger Jeavons	Newport County Council
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Item No.	Agenda Item	
1.	Welcome & Introductions	HD
2.	Minutes & Action Points from the Previous Meetings, held on Thursday 1st August 2019 and on Wednesday 13th November 2019	
2.1	Corrections to minutes from 13 November: Apologies – Andrew Morgan; Chris Bradshaw; Roger Waters. In attendance – Marcus Lloyd; Ann Crimmings.	RW
3.	Metro Enhancement Framework (MEF)	
3.1.	Summary of the MEF report from CCR City Deal	RT
3.2.	Notes 4 transport corridors that emerged as priorities following MEF tests: I. Chepstow – Newport Corridor; II. Maesteg/Bridgend/Porthcawl – Cardiff Corridor; III. Vale of Glamorgan Corridor; IV. North West Cardiff – RCT Corridor.	RT
3.3.	Asks RTA to endorse the recommendations contained in MEF report: (1) Note and endorse the Metro Enhancement Framework and its scoring mechanism.	RT

- (2) Agree the four prioritised corridors as resulting from the MEF as set out in the body of the report.
- (3) Note that this report will be submitted to a future meeting of the Regional Cabinet for information.
- 3.4.** Question: how will the 4 transport corridors be progressed? SM
- 3.5** Clarifies that there is a significant portfolio of transport projects being progressed via the £738M package, together with a range of further initiatives progressing through WelTAG studies, etc. The MEF work sets a corridor based focus for an holistic approach to future major funding interventions. RW
- 3.6** Clarifies that the research and testing of transport corridors is in addition to schemes currently being progressed in the region. HD
- 3.7** Asks members to endorse recommendations in MEF report HD
- 3.8** Members agree to endorse recommendations in MEF report All
- 4.** Common Assessment Framework (CAF)
- 4.1** Summary of the CAF report from CCR City Deal RT
- 4.2** Clarifies that the MEF and CAF complement one another. RT
The purpose of the CAF is to ensure that transport investment proposals align with CCR objectives.
- 4.3** Asks members to endorse CAF recommendations contained in CAF report: RT
(1) Approve the draft Common Assessment Framework at App. 1.
(2) Note that a report will be submitted to a future meeting of the Regional Cabinet for information.
- 4.4** Asks members to endorse recommendations in CAF report HD
Members agree to endorse recommendations in CAF report All
- 5.** Metro + Phase 1
- 5.1** Tests whether meeting should remain open given sensitive nature of Appendix 3. HD / JW
- 5.2** Declaration of personal interest CW/AC
- 5.3** Advice given that personal interest does not affect members right to attend and vote on this occasion JW
- 5.4** Agreed meeting to remain open All
- 5.5** Summary of Metro Plus report from CCR City Deal RT
- 5.6** Notes that CCR cabinet had given RTA powers to vote on investments up to the threshold. RT
- 5.7** Asks RTA to endorse the recommendations; RT
(1) note progress to date on each of the 10 Metro Plus schemes;
(2) agree that the Porth Transport Interchange and Cardiff East Bus Priority Schemes have met the objectives of the

- CAF and the requirements of the JWA and IIF, as further detailed in the exempt appendix 3;
- (3) approve the request for funding in the sum of £225,000 from the Wider Investment fund (if required for 2019/20) for the Porth Transport Interchange Scheme; and
- (4) approve the request for funding in the sum of £85,000 from the Wider Investment Fund (if required in 2019/20) for the Cardiff East Bus Priority scheme.
- 5.8** Asks members to endorse recommendations in Metro Plus report HD
- 5.9** Members agree to endorse recommendations in Metro Plus report All
- 6.** Taxi Low Emission Vehicle Strategy (Cenex Report)
- 6.1** Summary of Cenex Report RT
- 6.2** Notes substantial and significant nature of the work by Cenex in this report RT
- 6.3** Summary of recommendations: RT
- (1) That Members note the Taxi Electric Vehicle Strategy (App. 1) and the recommendations made within the Cenex Report.
- (2) That Members approve further work be undertaken to consider the recommendations within the Cenex report and explore incentivised options, such as the use of Welsh Government Financial Transaction Funding, to deliver the recommendations made within the report.
- (3) Note any proposals that may come forward to Regional Cabinet requesting WIF funding will need to be fully costed and accompanied by appropriate documentation in line with the requirements of the Investment & Intervention Framework.
- (4) To continue to evaluate the impact of the Taxi Licence policy to ensure WG targets can be achieved by 2028. This will need to be undertaken in collaboration with WG, local; regional and other stakeholders.
- 6.4** Notes importance of the work done by Cenex in this report HD
- 6.5** Asks members to note report HD
- 6.6** Members agree to note report by Cenex All
- 7.** Close and date of next public meeting:- February 2020, 10.30am at Bridgend County Borough Council Chamber
Date for briefing TBC by CCR City Deal
Date for next public meeting TBC by CCR City Deal
Meeting closed HD
- 8.** Members and officers have informal discussion about current transport issues in the region.

RESOLVED – T H A T the minutes of the Cardiff Capital Region City Deal – Regional Transport Authority meeting held on 28th November, 2019 be noted.

Reason for decision

To note the minutes.

C195 CARDIFF CAPITAL REGION CITY DEAL – SPECIAL REGIONAL CABINET –

The minutes of the the Cardiff Capital Region City Deal – Special Regional Cabinet meeting held on 21st October, 2019 were submitted.

Present

Leaders and Chief Executives

Cllr Nigel Daniels	Leader	Blaenau Gwent CBC
Michelle Morris	Chief Executive	Blaenau Gwent CBC
Cllr Huw David	Leader	Bridgend CBC
Mark Shephard	Chief Executive	Bridgend CBC
Cllr Barbara Jones	Interim Leader	Caerphilly CBC
Cllr Sean Morgan	Cabinet Member	Caerphilly CBC
Christina Harrhy	Chief Executive	Caerphilly CBC
Cllr Caro Wild	Cabinet Member	Cardiff Council
Cllr Kevin O’Neill	Leader	Merthyr Tydfil CBC
Ellis Cooper	Assistant Director	Merthyr Tydfil CBC
Cllr Peter Fox	Leader	Monmouthshire CC
Paul Matthews	Chief Executive	Monmouthshire CC
Cllr Debbie	Leader	Newport CC
Will Godfrey	Chief Executive	Newport CC
Cllr Andrew Morgan (Chair)	Leader	Rhondda Cynon Taf CBC
Chris Bradshaw	Chief Executive	Rhondda Cynon Taf CBC
Cllr Anthony Hunt	Leader	Torfaen CBC
Alison Ward	Chief Executive	Torfaen CBC
Cllr Neil Moore	Leader	Vale of Glamorgan Council
Rob Thomas	Chief Executive	Vale of Glamorgan Council

Officers

Jenna Walters	Solicitor	Accountable Body
Anil Hirani	Accountancy Manager	Accountable Body
Gareth Gates	Accountant	Accountable Body
Christopher Lee	Section 151 Officer	Accountable Body
Kellie Beirne	Director	City Deal Office
Rhys Thomas	Chief Operating Officer	City Deal Office
Nicola Somerville	Head of Inclusive Growth & Business Development	City Deal Office

Liz Fitzgerald	Business Development & Partnerships Officer	City Deal Office
Mari Lowe	Business Development & Partnerships Officer	City Deal Office
Nicola Butler	Business Support	City Deal Office

Guests and Observers

Victoria Robinson	Operational Manager for Planning & Building Control	Vale of Glamorgan Council
Alastair Milburn	Managing Director	Effective
Ffion Pocock	Senior Account Manager	Effective
David Rosser	Regional Manager	Welsh Government
Dr Angharad Penny Evans	South East Regional Team	Welsh Government

Apologies

Cllr Huw Thomas	Leader	Cardiff Council
Paul Orders	Chief Executive	Cardiff Council
Cllr Kevin O'Neill	Leader	Merthyr Tydfil CBC

ACTION

1. Welcome and Apologies

- (1) Cllr Andrew Morgan opened the meeting and apologies were noted.
- (2) Attendees observed a minute's silence for the anniversary of the Aberfan disaster.

2. Declarations of Interest

- (1) Cllr Sean Morgan declared his interests as a member of the Regional Transport Authority and CSC Foundry Boards.
- (2) Michelle Morris, Rob Thomas and Paul Matthews declared their interests as members of the CCR Investment Panel.
- (3) Cllr Barry declared his interest in respect of the Metro.
- (4) Mark Shephard declared a personal interest as a Director of CSC Foundry having been appointed to that body by his authority, Bridgend CBC.
- (5) Cllr Jones apologised to all members of the City Deal for any inconvenience caused by the actions of the Member for Caerphilly CBC.

3. Minutes of the Previous Meeting

- (1) The minutes of the meeting held on 12 September 2019 were agreed as accurate.

4. Disclosure of Interests – Addressing Proposals Related to WAO Audit of Financial Statements 2018-19

- (1) Kellie Beirne introduced the report. The WAO had written to Kellie and Christina Harray. The response sets out what the WAO had said and that regard must be had to proper processes and disclosures of interest. Members and officers are reminded of their responsibilities under the Code of Conduct.

KB

- (2) The CCR Regional Cabinet fully endorsed all the recommendations and suggestions. Training for officers and members was recommended.

- (3) Christina advised that the authority had dealt with the issues formally and robustly.

- (4) Kellie confirmed that paragraph 5 in the Joint Working Agreement would be updated to take account of the WAO's explicit recommendations. Kellie said that the Accountable Body had advised that as it was not a substantive matter it did not require authorisation by the CCR Regional Cabinet.

CDO

- (5) It was **RESOLVED** that the Cardiff Capital Region Joint Cabinet:

- (1) considered and noted the recommendations made by the WAO in respect of Registrations of Interest;
- (2) endorsed and approved the proposed responses and actions set out above in respect of addressing the recommendations made;
- (3) agreed to receive updates as part of ongoing quarterly performance monitoring in respect of progress on the key proposed actions set out above and;
- (4) approved the proposed amendment to the JWA as set out in paragraph 5 to the report.

5. Investment Panel Recommendations to Regional Cabinet – Sift Approvals to Next Stage

- (1) Cllr Morgan reminded members that Appendix 2 was exempt.
- (2) Kellie introduced the report. There was a brief discussion around projects and progress.

(3) It was **RESOLVED** that the Cardiff Capital Region Joint Cabinet:

- approved the Terms of Reference for the Investment Panel, which are in line with the previously agreed 'advisory' function of the group;
- approved the recommendations made by the Investment Panel (set out in full in the attached Recommendation Log) in respect of approving the three projects at SIFT phase;
- in respect of the proposals to develop i) a Housing Investment Fund and ii) Transport Interchange at Cardiff 'Metro Central';
 - (1) noted and approved the attached conditions and
 - (2) approved the release of £198,000 of Programme Development Support Budget to enable the commencement of due diligence and the next phase of business case development;
- in respect of the proposal to fibre enable Core Valleys Lines noted further details on any proposals would be reported back to the Regional Cabinet;
- endorsed the need for a member of the Investment Panel to attend in an observational capacity, meetings of the Regional Transport Authority in respect of the process of assessing investment submissions against the Common Assessment Framework and,
- considered and agreed the proposal of Investment Panel to nominate the Chief Executive of Cardiff Council as the new representative of the Chief Executive's Group/ Programme Board in order to complete the line-up and ensure constancy and continuity.

Cllr David joined the meeting.

6. **Regional Response to Welsh Government Consultation on Draft National Development Framework 2020-2040**

- (1) Vicky Robinson introduced the report.
- (2) Kellie clarified the recommendations as some last-minute changes had been made. She confirmed a letter would be sent to the Minister on behalf of the Portfolio Lead to highlight items at a regional level.
- (3) Discussions took place around concerns that the consultation did not address all the issues of the region or that matters were not adequately joined up. Whilst some authorities would be

writing to the Minister directly, Cllr Morgan agreed to draft a letter on behalf of the CCR Regional Cabinet.

(4) It was **RESOLVED** that the Cardiff Capital Region Joint Cabinet:

- noted the content of this report and the discussion paper at Appendix 1 and endorsed the CCR Chair and Portfolio Lead, Cllr Neil Moore, in responding formally to the consultation with the CCR response.

(5) Cllr Morgan noted that this was Cllr Wilcox's last formal meeting as she would be attending the House of Lords full-time from 1 December. Cllr Morgan thanked Cllr Wilcox for all her support and efforts for the CCR City Deal. Cllr Wilcox in turn thanked colleagues for their support and the progress and direction of the CCR City Deal; she hoped that the regional working that had been established would continue to grow.

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RESOLVED – T H A T the minutes of the Cardiff Capital Region City Deal – Special Regional Cabinet meeting held on 21st October, 2019 be noted.

Reason for decision

To note the minutes.

C196 CORPORATE PARENTING PANEL –

The minutes of the Corporate Parenting Panel meeting held on 18th November, 2019 were submitted.

Present: Councillor B.T. Gray (Chairman), K.F. McCaffer, E. Williams, P. Drake, O. Griffiths and R. Nugent-Finn; Ms. J. Ballantine (Principal HR Business Partner), Mrs K. Bowen (Principal Democratic and Scrutiny Services Officer), L. Carver (Director of Social Services), Mrs. M. Coles (LAC Education Co-ordinator and Lead Professional EAL), Ms. A. Condy (Operational Manager CYPS), Ms. K. Conway (Operational Manager CYPS), T. Dickinson (Head of Human Resources and Organisational Development), Mrs. R. Evans (Head of Children and Young People Services), Mr M. Ingram (Head of Housing and Building Services), M. Hudson (Head of Standards and Provision), Mr. M. Swindell (Cabinet & Committee Services Officer) and L. Treby (Service Development Officer).

Also Present: I. Jones (Housing Solutions Manager), K. Hollinshead (Supporting People Co-ordinator).

(1)	Apologies for Absence –
	These were received from Cllr Dr. I.J. Johnson and Ms. C Light (Care Leavers Forum Representative).
(2)	Minutes and Matters Arising –
	Agreed that the minutes be accepted subject to it being noted that Mike Ingram had been present at the meeting.
(3)	Presentation: Homelessness and Support for Young People –
	<p>Mike Ingram (MI) reminded colleagues that a Member had brought up this issue previously and requested information to come to Corporate Parenting Panel. The detail in the presentation detailed excellent joint working between Housing & Social Services, including important projects that housing-related support can provide and ensuring that tenancies are sustainable. Mental health issues are also able to be addressed and specialist support can be accessed.</p> <p>Ian Jones (IJ) and Kate Hollinshead (KH) from Housing Solutions & Supporting People Services introduced the presentation, adding the following detail:-</p> <ul style="list-style-type: none"> • Supported Accommodation existed in Penarth and Cadoxton, providing additional support with tenancies. • The Mental Health Gateway and Link Workers offer support to those with the highest needs / most vulnerable. • Young people (YP) are assessed separately as they are still children. • There are a large number of YP who do not access mental health services. • The YP professionals have been up-skilled to meet demand and use Psychologically Informed Environments (PIE) with support from Llamau. • As a result of the Southwark judgement in the House of Lords, local Authorities are required to have more involvement in social services and the needs of YP in relation to youth homelessness. • Excellent multi-agency work exists with a number of partners. • Mapped provision had initially indicated higher use of B&B accommodation initially. • YP have significantly different needs to older service users. • Meetings via the Young Person's Gateway take place every 4 weeks and with colleagues from Homelessness, Llamau, Education, Housing, etc. • The Local Offer ensured one point of contact where YP can see a mediation worker. • The EMPHASIS project dealt with better education and understanding of homelessness in schools. • The Vale is being used as an example of best practice by Welsh and UK Government. • The Housing Support Grant (HSG) is an amalgamation of three existing grants; Supporting People Programme, Homelessness Prevention Grant and Rent Smart Wales Enforcement, with effect from April 2020. Consultation is ongoing until the 29th November 2019.

	<ul style="list-style-type: none"> • Other services, such as substance misuse, also run under the HSG. <p>After the presentation, IJ and KH also added the following details for information:-</p> <ul style="list-style-type: none"> • There can be 20 placements for supported lodgings. • There is 6-bed supported accommodation at Ty John Rowley and Ty Newydd that have 24-hour and floating support. <p>MI concluded that Part 6 of the Wellbeing Act places a duty on Local Authorities that require a corporate response across the local body. The Housing Act 2014 provided guidance on our responsibilities for care leavers, which requires the Authority to work on pathway planning and ensure homelessness is prevented where possible but with strategies in place to address need as required. There can be issues if YP want to be self-sufficient, but the Gateway tried to minimise and mitigate risks to those YP whilst respecting their choices but avoiding failed tenancies.</p> <p>The Chairman thanked IJ and KH for the presentation and opened up discussion to the floor for questions.</p> <p>A Member referenced that outside bodies had recognised the work taking place and asked if the views of the young people themselves were being captured. KH advised that there is a lot of YP involvement in how the services run. Consultation takes place via exit questionnaires which are completed for feedback to be captured and comments are taken into consideration for project design. IJ added that Llamau also hold an annual event to capture comments and best practice discussion.</p> <p>As there were no further questions, the Chairman thanked IJ and KH for their presentation and they left the meeting.</p>
(4)	Children Looked After –
	<p>Safe CLA Reduction – WG Monitoring</p> <p>Rachel Evans (RE, Head of Children and Young People Services) referred to the circulated confidential information in respect of the above matter, explaining that it was the Vale of Glamorgan’s submission to Welsh Government reflecting progress against our intentions over the first six months of the year.</p> <p>The emphasis is on safe reduction and progression of ‘intentions’ rather than ‘targets’. RE reassured the Panel that officers were working to safely reduce the number of children looked after, working in partnership with internal and external agencies, taking a strength-based approach in working with families. Numbers will go down but also up, and we are continuing to receive children into care where it is appropriate to do so. The Care Inspectorate Wales undertook some case focussed activity at the beginning of this month and were complimentary about the strong approach and clear vision operating in Children and Young People Services.</p>

	<p>The Chairman thanked RE for the positive information and was pleased to hear the continuing and strong emphasis on working safely.</p> <p>Breakdown</p> <p>Karen Conway (KC, Operational Manager, Children and Young People) circulated a breakdown of Children Looked After in the Vale of Glamorgan as of the 11th November 2019, for information.</p> <ul style="list-style-type: none"> • There are currently 265 children looked after (132 female and 133 male). This has reduced from 281 at the start of the year. • The numbers of CLA placed with families are reducing as we maintain those arrangements but outside a requirement for the child to be looked after. • Efforts are continuing to reduce the spend on external placements. <p>The Chairman thanked KC and RE for the useful and informative information. The Panel would look forward to receiving the next 6-monthly update at a future meeting.</p>
(5)	Performance for Learning Outcomes Update –
	<p>Martine Coles (MC, LAC Education Co-ordinator and Lead Professional EAL) circulated information regarding Pupil Performance for Looked After Children (Summer 2019). During the discussion, the following points were noted:-</p> <ul style="list-style-type: none"> • In Foundation Phase (FP), 4 out of 8 children achieved Outcome 5. The other 4 had significant needs which would be addressed via their statement as they progressed to Key Stage 2 (KS2). • At the end of Year 6, 5 children in the cohort did not achieve Level 4; 2 of those children were statemented and the other 3 were receiving additional support. Of the 3, 2 should be in receipt of statements by the summer. • A Member asked how long children could expect to wait for additional support. MC advised it varied depending on the requirements of the child. Some may have Special Educational Need (SEN) funding but had not yet been seen by an Educational Psychologist for independent advice. All children in FP and KS2 were currently receiving support, having been seen in the summer term or before Christmas. Often, statements needed to be reviewed from KS2 to KS3. A Member asked if there was a specific issue with the timescales for children to be seen by an Education Psychologist. MC said there can be, but no more than a term and a half. • There had been some attendance issues with regards to KS3 children; officers are liaising with social workers to address some of these issues. 3 of the children have Additional Learning Need but were not statemented. • At KS4, the 26% target achievement was met, but further work is required to increase attainment going forward and build on the 3 who achieved Level 2+. Focus on further attainment at KS4 will also ensure that the children do not go on to become NEET (Not in Education, Employment, or Training).

	<ul style="list-style-type: none"> • In terms of the breakdown of the cohort at KS4, there had been greater achievement in the Vale than in other Authorities, but more could be achieved it being noted that each child was different. A Member asked that MC and fellow Officers take credit for the work going on here. MC said she would take that comment back to the team concerned. • With regards LAC in the Vale, MC advised there is a good understanding with colleagues and partners that we keep children in school as that's how they will achieve, particularly when supporting those with SEN. There is ambition to achieve better transition from outside mainstream to the Vale, which requires some work. • KC asked a question about the figures as they did not seem to represent all the CLA numbers. However, MC advised that the figures are those taken at specific outcome points for FP, KS2, 3 and 4, not for all the CLA as a whole. <p>The Chairman thanked MC for the informative information and noted that the figures show an improved position on those received last year. Colleagues also welcomed seeing the breakdown of information as KS4, which MC advised would not be possible without the partnership working with the 15+ Team.</p>
(6)	Any Other Business –
	<p>Colleagues were asked to return the confidential papers that had been circulated at the start of the meeting so they could be disposed of accordingly.</p> <p>No further items were raised.</p>
(7)	Date of Next Meeting –
	<p>Monday, 20th January 2020 at 4.30 p.m. in the Council Chamber, Civic Offices, Barry.</p>

Cabinet noted the positive work being carried out to support young people and subsequently

RESOLVED – T H A T the minutes of the Corporate Parenting Panel meeting held on 18th November, 2019 be noted.

Reason for decision

To note the minutes.

C197 GLAMORGAN HERITAGE COAST ADVISORY GROUP –

The minutes of the Glamorgan Heritage Coast Advisory Group meeting held on 20th November, 2019 were submitted.

Present: Councillor Mrs. S. Hanks (Chairman); Councillors L. Burnett and N.C. Thomas (Vale of Glamorgan Council); Mr. B. Acott (Friends of the Glamorgan Heritage Coast), Mr. M.O. Sanchez (Natural Resources Wales), Mrs. H. March and Councillor R. Gant (One Voice Wales) and Mr. K. Rogers (Glamorgan Wildlife Trust).

Also present: Mr. P. Chappell, Mr. P. Locke, Mr. S. Pickering and Mr. G. Teague.

(a) Apologies for Absence –

These were received from Councillors A.C. Parker, V.P. Driscoll, Mrs. R. Nugent-Finn and S.T. Wiliam (Vale of Glamorgan Council); Mr. J. Golunski (Dunraven Estates) and Councillor Ms. N. Clarke (Bridgend County Borough Council).

(b) Minutes –

AGREED – T H A T the minutes of the meeting held on 15th March, 2019 be approved as a correct record.

(c) Presentation by Site Ranger, Mr. Paul Locke – Achievements and Issues Since the Last Meeting –

In commenting on the work, achievements and issues over the past six months, Mr. Locke outlined the following:

- The Easter weekend had been very busy and to illustrate this a photograph was provided which showed over 400 cars in the car park which would indicate over 600 people visiting the surrounding area;
- A key challenge for the future was getting more people and visitors to spend their money at the beach and the surrounding facilities;
- 400 – 600 families was a massive footfall and could generate a large income;
- It was important to ensure that the gardens were well maintained and made safe for families so a lot of work had been undertaken by volunteers;
- New bins had been bought which required less manual work;
- Volunteers had been out and about cutting back vegetation and during the summer, due to the weather which included periods of rain and periods of good sunshine, had meant the grass and vegetation had grown at an increasing rate;
- A lot of biodiversity work had been carried out and this helped plan to flourish and flower. There was however a challenge as some grant money had ceased and so the Council was happy to work in partnership with other organisations to identify funding;
- New kissing gates had been put in place, particularly around Bridle Wales in order to make them more horse friendly;
- There had been a slowdown in the amount of community work carried out although rangers had been out in Wick to help with a visit by children to explore nature and wild life;
- A lot of work had been undertaken to maintain paths by cutting back vegetation;

- At Llantwit Major Beach new plastic benches had been installed. These looked like wood but were more stable and would last longer;
- Rangers had been undertaking Rights of Way work near to the boundary with Rhondda Cynon Taff;
- The team had also been undertaking conservation work which had been paid for by Natural Resources Wales because Welsh Government grant had ceased;
- A new information board and map had been installed at Llantwit Major Beach car park which had been funded by Friends of the Glamorgan Heritage Coast;
- Over the summer there had been four separate grass cuts and over 42 miles of Rights of Way paths cleared.

The Chairman thanked Mr. Locke for the update and subsequently it was

AGREED – T H A T the update by Mr. Locke be noted.

(d) Countryside Team Restructure and Discussions with Dunraven Estates –

Mr. Phil Chappell, Operational Manager, Regeneration, provided an update on plans for a Countryside restructure and discussions held with Dunraven Estates regarding the ongoing relationship between the Estate and the Council and the future of the Glamorgan Heritage Coast Centre in Southerndown.

Mr. Chappell stated that the aim was to drive more visitors to the centre and so the Council had been looking at ways of improving the facilities. A new entrance to the gardens for small vehicles is planned by the Dunraven Estate in order to improve access for events. However, it was recognised that the footfall to the Centre needed to be increased and so discussions had been held with Dunraven Estates regarding the use of the building. What was being discussed was the use of the building as a café/tea room and further discussions would be held in February 2020.

In terms of the restructure for the Countryside Team, Mr. Chappell stated that proposed restructure recommends a reduction in the number of receptionists and rangers. Nia Hollins, the Principle Tourism and Marketing Officer and Nicola Sumner Smith, the Principal Rural Regeneration officer are working together to identify a variety of opportunities at Dunraven and Cwm Colhugh.

A Councillor queried demand during the off season. In reply, Mr Chappell stated that this was always a concern, but it was important to recognise that other local cafés were busy all year round. The Dunraven Family would need to be in agreement over the future direction of the centre and any development would be sensitive and focus on quality provision and telling the story of the heritage coast as part of the offer.

Mrs. Heather March queried who would run the possible new café. In reply, Mr. Chappell stated that the Council would work with the estate to identify a suitable partner to operate any commercial undertaking.

Mr. Acott stated that the Friends of the Glamorgan Heritage Coast had over the years provided a lot of financial assistance such as the availability of scooters. Mr. Acott queried whether postcards provided by the Friends of Glamorgan Heritage

Coast would still be available for sale. In reply, Mr. Chappell stated he imagined that any new operator would welcome the opportunity to sell products linked to the area. He also confirmed that discussions would also be held with Friends of the Glamorgan Heritage Coast.

(e) Verbal Update on the Draft Rights of Way Improvement Plan – Mr. Gwyn Teague, Public Rights of Way Officer –

Mr. Teague provided an update on the progress in redrafting the Vale of Glamorgan Rights of Way Improvement Plan. He stated that the Local Access Forum had been involved in devising a new draft and as a result a number of changes had been made and a number of new actions included. The Improvement Plan still contained the main overarching themes which were as follows:

- Management
- Stakeholders
- Information.

The next steps were to present the amended aims of the Plan to the Local Access Forum and for a draft to be approved by Cabinet.

A Councillor queried whether there had been impact due to the adverse weather. In reply, Mr. Teague stated that during the summer there had been more clearing work than previous years but there had not been a huge amount of problems due to the weather.

(f) Matters to be Raised by Bridgend County Borough Council –

For the Group's information, a document was tabled which outlined development and actions within the county of Bridgend. The Chairman stated that if members of the Group had any queries then they could be fed back through to Democratic Services in the Vale of Glamorgan Council.

(g) Matters to be Raised by Natural Resources Wales –

The Group was advised that a staff restructure was nearly complete which would mean there being two Conservation Officers for the Vale of Glamorgan.

(h) Matters to be Raised by the Friends of the Glamorgan Heritage Coast –

Mr. Acott of Friends of the Glamorgan Heritage Coast stated that the Sea Watch Centre was still no further ahead as there were many legal aspects to be considered. Mr. Acott also referred to the membership of the Group and he queried whether a Member of St. Athan Community Council could be added. This would be investigated by Democratic Services.

Mr. Acott then referred to the decommissioning of Aberthaw Power Station which had 3 weeks of generating power left. It would be then be made safe by March 2020, followed then by a 6-month decommissioning period. The site would then be handing over to a developer. Mr. Acott asked for the Advisory Group to be regularly informed of developments.

(i) Date of Next Meeting –

To be arranged.

Cabinet noted that the proposed restructuring of the Team had met with support and subsequently

RESOLVED – T H A T the minutes of the Glamorgan Heritage Coast Advisory Group meeting held on 20th November, 2019 be noted.

Reason for decision

To note the minutes.

C198 SHARED REGULATORY SERVICES JOINT COMMITTEE –

The minutes of the Shared Regulatory Services Joint Committee meeting held on 10th December, 2019 were submitted.

Present:

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

Representing Cardiff City and County Council: Councillors Mrs. N. Mackie and M. Michael.

Representing the Vale of Glamorgan Council: Councillors J.W. Thomas and E. Williams (Vice-Chairman).

(a) Minutes –

RESOLVED – T H A T the minutes of the meeting held on 10th September, 2019 be approved as a correct record.

(b) Declarations of Interest –

No declarations were received.

(c) Draft Budget Proposals 2019/20 (HoF/S151) –

The Head of Finance presented the report the purpose of which was to provide the partner authorities with details of the financial performance of the Shared Regulatory Service.

The Shared Regulatory Services (SRS) Joint Working Agreement (JWA) set out the particulars for operating the collaborative service, and for the creation of the SRS

Joint Committee which was signed by the partner Authorities on the 10th April 2015, with the Service becoming operational on the 1st May 2015.

The JWA stated that the Joint Committee should agree the draft annual budget, which was referred to as the Proposed Budget by the 31st December prior to the commencement of the Financial Year to which the Proposed Budget related, and that the Proposed Budget should be submitted to each of the partner Authorities for approval.

The Service was split into Core and Authority Specific Services. The Core Service was operated on behalf of all authorities; the JWA outlined the methodology to determine the percentage contribution to be made by each partner Authority.

Authority Services were paid for by individual authorities and included Burials (Vale), Pest Control (Vale), Kennelling and Vets Fees (Vale and Bridgend), Licensing (All), HMO Cathays and Plasnewydd (Cardiff), Night Time Noise (Cardiff), Port Health Authority (Cardiff), Student Liaison (Cardiff) plus Empty Homes (Bridgend).

The report outlined the 2020/21 position and set out how the agreed budget savings were to be delivered.

In the creation of the Service, 170 staff transferred from Bridgend and Cardiff Councils to the Vale of Glamorgan Council. As a direct result of the TUPE provision administered, consideration for the resulting salary protection had been built in the budget.

The net effect of the budget adjustments detailed below in respect of the Draft Proposed 2020/21 Budget are that there is an aggregate budget expectation of £8.209m, which equated to an overall net increase of £19k. This was made of;

- * £166k of savings which had been taken from both the recharged Management Overheads and from within Core.
- * £185k of additional costs resulting from an assumed 2% pay award.
- * No further consideration for price inflation was included within the budget.

An analysis of where in the service the savings had been taken was illustrated in the following table;

Savings Illustration	Staff	Non	New
	Reduction	Staffing	Income
	£'000's	£'000's	£'000's
Animal Services	0	2	0
Environmental	0	1	16
Food	0	40	0
Housing	0	15	0

Health & Safety	0	6	0
Management Overheads	15	0	0
Pollution	0	26	0
Trading Standards	34	11	0
Total Savings Taken	49	101	16

The following table summarised the 2020/21 Proposed Gross Expenditure Budget was detailed below;

	2019/20	2020/21	Increase/ (Decrease) in Contribution
	Current Budget	Proposed Budget	
	£'000's	£'000's	£'000's
Gross Expenditure Budget			
Bridgend	1,728	1,745	17
Cardiff	4,793	4,757	(36)
Vale	1,669	1,707	38
Total AS Services	8,190	8,209	19

The 2019/20 Gross Core Budget of £5.861m had been used as a base for the Proposed 2020/21 Budget.

Consideration had been given to the agreed savings target, which was then offset by the subsequent pay adjustment driven by an assumed 2% pay award, this then resulted in the proposed Core Gross Expenditure Budget for 2020/21 being £5.832m. The savings had predominantly been found with the Core Budget.

It was noted that the Core Budget partner contributions had been prepared using the anticipated proposed population statistics. This contradicted the historic population growth pattern previously highlighted within the report.

The provisional Core contributions due from each Authority were analysed in the following table;

		2019/20	2020/21	Increase /
		Current	Proposed	(Decrease)
		Budget	Budget	in
Authority	Updated %	£'000's	£'000's	Contribution
		£'000's	£'000's	£'000's
Bridgend	22.59%	1,308	1,317	9
Cardiff	56.80%	3,381	3,313	(68)
Vale	20.61%	1,172	1,202	30
Total Core		5,861	5,832	(29)

The 2019/20 Authority Specific gross expenditure budget of £2.329m had been used as a base for the Proposed 2020/21 Budget.

Adjustments made to the proposed Authority Specific budget also incorporated consideration for the assumed pay inflation, plus had benefit from any savings which had taken from the management overheads.

The change to each Authority for these services was illustrated in the table below;

		2019/20	2020/20	Increase/
		Current	Proposed	(Decrease)
		Budget	Budget	in
Authority Specific Services		£'000's	£'000's	Contribution
		£'000's	£'000's	£'000's
Bridgend		420	428	8
Cardiff		1,412	1,444	32
Vale		497	505	8
Total AS Services		2,329	2,377	48

A more detailed breakdown of the Authority Specific budgets was shown in Appendix A of the report. The analysis clarified how each service was funded, such as Authority funded or recovered via fees.

Following a decision by the Committee to approve the Proposed Budget, the next stage for each Authority was to approve their contribution for 2020/21.

Local Authorities were to be advised of the provisional 2020/21 Revenue Support Grant settlement on the 16th December 2019, with the final settlement to be confirmed in February 2020. Therefore, it was considered that Authorities should be

in a position to confirm agreement to the 2020/21 Proposed Budget by 10th March 2020.

At such time the Proposed Budget was approved by each authority in writing, it would then become the Approved Budget for the Financial Year to which it related.

An analysis of the budgeted income had been provided by the Partners to enable identification for the Net Expenditure Budget. However, it was noted that the income budget may be subject to amendment as a result of the financial budgets being set by the Partners after this report had been written. The following table summarised the 2020/21 net position using the 2019/20 revised income budgets provided by the respective Authorities;

Authority	2019/20	2020/21	Increase/
	Current	Proposed	(Decrease)
	Budget	Budget	in
	£'000's	£'000's	Budget
			£'000's
Bridgend	1,277	1,294	17
Cardiff	3,215	3,179	(36)
Vale	1,328	1,366	38
Total Net Expenditure	5,820	5,839	19

Having considered the budget proposals for 2020/21 it was

RESOLVED –

- (1) T H A T the proposed Shared Regulatory Services budget for 2020/21 be approved.
- (2) T H A T individual authorities be requested to approve in writing the proposed budget for 2020/21 by 10th March, 2020.

Reasons for decisions

- (1) In line with the Joint Working Agreement.
- (2) To allow the budget to be finalised prior to the start of the 2020/21 financial year.
- (d) Shared Regulatory Services Fees and Charges 2020/21 (DEH) –

The Operational Manager - Enterprise and Specialist Services presented the report, the purpose of which was to advise the Joint Committee of the proposed fees and charges for services delivered within the Shared Regulatory Service (SRS) for 2020/21.

The fees and charges adopted by the Shared Regulatory Service in previous years had reflected a continual process of harmonisation in the licensing regimes operated across the three local authority areas. The fees and charges proposed for the coming financial year 2020-21 incorporated further streamlining, wherever possible, of the arrangements in place across a range of functions.

The fees and charges set out in the report aimed to optimise cost recovery from regulatory activity whilst ensuring that they were transparent, proportionate and compliant with statutory legislation. It was proposed that the new fees take effect from 1st April 2020.

Where any fees charged resulted in a surplus, that surplus must be used to reduce the fees charged in the following year. It was possible to extend the reinvestment of the surplus over more than one year, but this would need careful consideration about whether contributors may leave the licensing system over that period and therefore lose out on the return.

Deficits could similarly be recovered, although where there was a significant deficit, Councils may want to consider how recovery could be undertaken over more than one year so as not to financially harm otherwise viable businesses.

To ensure that fees remained reasonable and proportionate the SRS had established a regular review process and reported the findings to the Joint Committee in the form of the Annual fees report. These annual reviews would allow for the fine tuning of fees and put in place steps to avoid either a surplus or deficit accumulating in future years.

Since the creation of Shared Regulatory Services, fees for the Pest Control Service had increased in line with inflation year on year. During 2019, a review of Pest Control charges had been undertaken in order to ensure proper cost recovery, and this had resulted in the fees set out in the schedule of fees being proposed for the coming financial year 2021-21. In the main this was an increase in line with inflation, however, it was proposed that the treatment of pests inside properties was dealt with as a special case for the reasons that follow. Historically, these calls (for example relating to the treatment of rats, mice and bedbugs inside properties) were provided free of charge until nominal fees were introduced in 2016. The fees proposed for 2020-21 would address what had in effect been the subsidising of indoor treatments by the Vale of Glamorgan Council, and would bring fees more in line with those charged by the Service for other treatments and crucially, more in line with the fees charged by other Pest Control providers.

During the course of the coming year, SRS would continue to explore additional areas where charges may be levied for the provision of services. In the case of charges based on officer time, a rate of £65 an hour, to include overheads, would be used.

It was noted that while many of the charges were set locally (Annex Part 1), some were set through voluntary, regional or national arrangements, and others reflected the statutory regimes set by Welsh and UK governments (Annex Part 2).

A Committee Member queried whether there was a reduction for those individuals on benefits. In reply, the Head of Shared Regulatory Services stated that there would be 50% reduction.

In referring to charges for mobile home parks, and medium sized sites, the Chairman queried why the fee for a new site was set at £643.00 while the larger site was £682.00. In reply, the Head of Service stated that this was an error in the rates shown in the Appendix and that these would be recalculated based on an inflationary increase of 1.7%.

Subsequently, it was
RESOLVED – T H A T the Shared Regulatory Services Fees and Charges as set out in the report be agreed for implementation from 1st April, 2020, subject to the Mobile Home Park fees for 2020-21 being recalculated based on an inflationary increase of 1.7%.

Reason for decision

Following a review of fees and charges for 2020/21.

(e) Overview and Update on Shared Regulatory Services (DEH) –

The Head of Shared Regulatory Services presented the report, which provided an update on the work undertaken by the Shared Regulatory Services (SRS).

In terms of attendance, sickness absence levels at the end of Quarter 2 were 3.33 days per FTE person. This was an improvement on the previous year when absence rates were recorded as 3.78 per FTE person at the same point in time.

	Short Term Days Lost per FTE	Long Term Days Lost per FTE	Total Days lost Per FTE
Q2 2019/20	0.92	2.41	3.33
Q2 2018/19	0.91	2.86	3.78

The financial monitoring report for the period 1st July 2019 to 30th September 2019 was attached at Appendix 1. It had been prepared from the consolidated figures gathered from each Authority for this period. The service was currently projecting a £14k overspend against a gross revenue budget of £8.190m.

Performance Monitoring –

The Committee was then taken through Quarter 2 performance for 2019/20 as set out in Appendix 2. Highlighting some key areas, the Head of Service began by advising that for Food Hygiene, an overall Green RAG status had been attributed to the number of high risk inspections on Category A and B businesses. Performance for the Vale was shown as Amber. This was because 22 out of 23 inspections had been completed but an additional 10 visits had been undertaken in this quarter which formed part of the annual programme.

For Category C businesses, performance was below target as the shortfall of inspections was largely due to a number of vacancies within the Service. Although some vacancies had been filled, a training programme was required before officers were able to inspect. A further two vacancies remained outstanding along with one vacant post due to maternity leave. The Service was currently liaising with contractors in order to undertake a piece of work. In addition, there had been an increase in the number of investigations with a view to prosecution initiated by the SRS. 10 were commenced in 2014/15 compared with 47 in 2018/19. These took up considerable staff time and resources. A Committee Member queried whether the SRS received legal costs for prosecutions. In reply, the Head of Service, stated that the SRS did apply for costs, but this was dependent on the financial situation of the business as some had very little available resource.

A Red RAG status was also attributed to the percentage of new businesses identified and subject to a risk assessment for Food Hygiene. Again, there was a shortfall in inspections which was largely due to the number of vacancies within the Service and demands placed on the Service due to the number of events taking place during Quarter 2.

Performance against PAM 23 the percentage of food establishments which were broadly compliant with food hygiene standards had exceeded target.

In relation to Trading Standards, the Committee noted that the percentage of high-risk businesses that were liable to a programmed inspection that were inspected for Trading Standards was below target and reflected six visits that remained outstanding. These would, however, be completed during Quarter 3.

In addition, an Amber RAG status had been given to the percentage of new businesses identified as subject to a risk assessment and the Committee noted that there was a shortfall of 23 inspections for the Quarter.

Finally, the Committee noted that a Green RAG status had been attributed to performance indicator relating to pollution and licensing.

With regard to the new Food legislation, in 2019, the Quality Schemes (Agricultural Products and Foodstuffs) Regulations 2018 had come into force. These Regulations introduced new powers and penalties for geographical indication (GI) products for agricultural products and foodstuffs, commonly referred to as the Protected Food Names Scheme. The enforcement regime set out in the Regulations identifies specific infringements related to the misuse of a protected food name and allows for a 'compliance notice' to be served where issues are not resolved after advice from an enforcement officer. In the event of failure to comply with a compliance notice, a 'non-compliance penalty notice' of up to £40,000 could be issued.

Currently, the SRS administered a wide range of legislation relating to food and product descriptions and the Committee was asked to note that these Regulations would be added to the existing delegations to the SRS. This was consistent with the scope of the Joint Working Agreement which states any subsequent legislation replacing amending or extending the same together with any future acts, orders or

regulations made there-under which related to the functions specified or to functions which are analogous thereto were delegated to the Joint Committee

This amendment to the Joint Working Agreement could be done using the officer delegations agreed by each Council in 2017. The delegation was worded as follows "as long as there is no extension of delegations to the Shared Service or additional financial implications". As indicated above, this was a change to a regime already delivered by the SRS; the sale of these products was now being addressed through a more legislation specific manner. Documenting the adoption of these regulations by SRS through the officer delegations provided a clear indication of the responsibility and accountability for this matter. There were no immediate financial implications. Subsequently, the Committee agreed for the delegation to be extended.

With regard to Air Quality, the annual Air Quality progress reports had been approved by all three authorities and submitted to Welsh Government.

A series of drop-in sessions had taken place in Penarth to enable residents to speak with staff and find out more about the sustained improvement in air quality in recent years which has made possible the revocation of the Windsor Road Air Quality Management Area (AQMA). A formal consultation exercise would now follow.

In Bridgend, drop-in sessions had been set up for the week commencing 9th December to give residents and other interested parties the opportunity to discuss options for improving air quality in the Park Street AQMA. The work of the cross departmental group had resulted in a list of mitigation measures for consideration. These would now be subject to cost benefit analysis enabling BCBC Cabinet to consider and give approval to a draft action plan. This in turn would be the subject of formal consultation prior to adoption of a finalised action plan that was currently scheduled for July 2020.

The increased focus upon air quality had caused the SRS management team to consider an appropriate performance indicator. The declaration of an AQMA follows the detection of exceedances of the air quality objectives. There were two set limit values in Wales for nitrogen dioxide (NO₂), namely the annual average limit of 40µg/m³ and the 1-hour limit of 200µg/m³ (not to be exceeded > 18 times per year). To provide a more challenging driver for the reduction of NO₂ levels, two annual performance indicators had been developed by SRS for Cardiff Council. It was suggested that application of these indicators, as set out below, be extended to the Bridgend and Vale of Glamorgan Council areas to provide a clear commitment to continual improvement in air quality across the region. The proposed indicators were:

- Within an AQMA – the annual mean ratified concentrations of Nitrogen Dioxide (NO₂) are not to exceed 35µg/m³. This objective applied to each monitored location within an AQMA where members of the public might be regularly exposed, such as building façades of residential properties, schools, hospitals, care homes.

- Outside an AQMA – a roadside annual mean ratified concentration of Nitrogen Dioxide (NO₂) not to exceed 30µg/m³. This objective applies to the overall average of roadside non-automated monitoring locations where members of the public might be regularly exposed, such as building façades of residential properties, schools, hospitals, care homes.

The Committee agreed to the adoption of these performance indicators with effect from 1st January 2020.

The Committee was then provided with an update on the work on the following areas:

- animal welfare
- the United Kingdom Accreditation Service (UKAS)
- expansion of training available to businesses
- consumer safety – nitrous oxide
- Port Health Service Plan
- high rise buildings
- National Safeguarding Week.

In relation to the Port Health Service Plan, the Committee was advised that the SRS published several operational plans to advise stakeholders of the work to be carried out in certain environments. The document set out at Appendix 4 was the Port Health Plan, which outlined out how the service fulfilled its role to monitor the safety of imported food and feed at the point of importation. Joint Committee considered the plan and approved its use in the SRS region.

The Chairman referred to a report produced by the UK Government's Petition Committee relating to fireworks and animal welfare. In reply, the Head of Service advised that a report had been produced around the safety of fireworks and it contained a number of recommendations put forward to the UK Government. If approved, one of the recommendations was for a pilot project in collaboration with a local authority. The Head of Service stated that it would be good if as a region the Shared Regulatory Service put itself forward to take part in any possible pilot. This proposal was approved by the Joint Committee.

Subsequently, it was

RESOLVED –

- (1) T H A T following the introduction to the Quality Schemes (Agricultural Products and Foodstuffs) Regulations 2018 and in relation to food and product descriptions delegated authority be extended to the Head of the Shared Service.
- (2) T H A T in relation to Air Quality the two new performance indicators as outlined in paragraph 2.11 of the report be adopted from 1st January 2020.
- (3) T H A T the Port Health Service Plan for 2019-2020 be approved.

(4) T H A T the Head of Shared Regulatory Services write a letter to both the UK and Welsh Governments outlining the region's support and willingness to take part in any future pilot around firework safety and animal welfare.

Reasons for decisions

(1) To extend the Head of Service's scheme of delegation to include Food and product descriptions.

(2) To approve the two additional performance indicators which will come in effect from 1st January 2020.

(3) Following consideration of the Port Health Plan for 2019-2020.

(4) In order to express the region's willingness to partake in a pilot scheme around firework safety and animal welfare.

(f) Delivering with Less – Environmental Health Services – Wales Audit Office Follow Up Review (DEH) –

The Head of Shared Regulatory Services presented the report, which advised Members of the findings of the Wales Audit Office (WAO) examination of the Environmental Health Services provided by the Shared Regulatory Service.

During October 2014, the WAO produced a national report on the provision of Environmental Health Services in Wales. 'Delivering with Less- The Impact on Environmental Health Services and Citizens'. At that time the partner Councils received reports indicating that, to varying degrees, the continued delivery of Environmental Health Services was uncertain. A common observation was that the Councils would find it difficult to take on new statutory duties that protected the public and the environment. The report further commented: "With the exception of the planned Shared Regulatory Service between Bridgend, Cardiff and Vale of Glamorgan Councils, we found little evidence of Councils developing a comprehensive regional-based solution to address the financial challenges they face".

Since September 2015, Bridgend, Cardiff and the Vale of Glamorgan Councils provided most of the Environmental Health Services through the SRS. This shared service model was established to secure the effective use of Council resources whilst continuing to maintain high quality service delivery.

Between April and July 2019, the WAO, through Grant Thornton, undertook a follow up review of Environmental Health Services in the partner Councils. The assessment evaluated budgetary and workforce changes within the Council's Environmental Health Services and considered the extent to which these changes had addressed the recommendations identified in the 2014 national report. The WAO produced three reports, one for each Council and these were set out at Appendices 1 to 3

The starting point of the audit was:

Is the Council still delivering its statutory Environmental Health functions given the financial challenges? And in particular,

- Has there been a reduction in resources assigned to Environmental Health?
- Is the Council able to meet its statutory obligations?
- Is the Council effectively managing performance?
- Has the Council acted upon the recommendations made in 2014?

The three reports produced concluded that overall, 'The Shared Regulatory Services (SRS) model was enabling the Council to sustain its delivery of Environmental Health Services in a context of reducing resources and additional responsibilities placed on it by ongoing changes in legislation'.

However, the review did identify that 'there was scope for the Council to strengthen its independent oversight and assurance arrangements of the SRS and work with SRS and other providers to explore opportunities for future improvement'

The WAO based this conclusion on the following:

- Resources available to Environmental Health Services had reduced since 2014-15, but the performance across the three Councils had been maintained through the collaborative arrangements delivered by the SRS;
- Whilst the Council and SRS were confident that Environmental Health obligations were being met, neither had explicitly assessed whether this was the case and would benefit from working together to distinguish between statutory and non-statutory services to help inform decision making around any future budget reductions;
- Governance and performance management frameworks were robust, but arrangements for review and challenge of performance information could be formalised;
- There was scope for the Council to improve the level of independent challenge, oversight and member scrutiny it exercised in relation to Environmental Health Services provided by third parties;
- The Council had consulted key external stakeholders on significant changes to Environmental Health Services, but should more carefully consider the impact of future changes on residents and businesses and undertake direct consultation where appropriate; and
- The Council and the SRS must continue to innovate and transform services in order to help mitigate any future funding reductions

In response to these report findings the Head of Shared Regulatory Services worked with senior officers in each Council to develop an Action Plan to be progressed by the Councils. There were some differences in the Action Plans given the slightly different proposals for improvement contained in the individual Council report. The

Scrutiny/Audit Committees at each Council had considered the reports. Appendix 4 represented the proposals for improvement set out for each Council.

In terms of actions arising with specific regard to the SRS, it was evident that the model had achieved its objectives of making environmental services more resilient and better positioned to meet new demands.

The 2014 report challenged the Councils to improve strategic planning and improve efficiency and illustrate value for money. The 2019 reports indicated that reports provided to Elected Members were comprehensive, and the breadth and coverage of data was sufficient to enable informed internal decision-making. The SRS outcomes-based approach to service delivery assisted in delivering wider corporate and public health objectives. The SRS could also demonstrate stable or improving performance over time on the majority of its performance indicators, despite the reduction in resources.

With respect to value for money, the reports indicated a significant reduction in the number of management posts, while the number of qualified officers and technicians had increased. The percentage decrease in budget savings was comparatively higher than the percentage decrease in staff numbers. Through undertaking a detailed review of proposed staff cuts the SRS had been able to maintain its service provision whilst significantly reducing costs.

It was noted that the WAO felt that any further resource reductions must be contemplated carefully, both in respect of finance and human resources. Elected members would be aware that the SRS management team had introduced a number of initiatives aimed at dealing with a reducing skills base available for recruitment. Matters pertaining to the future funding of the SRS would be discussed with partner Councils in 2020 and take account of the recommendations of the need to prioritise services in the likely event of further budget reductions.

Having considered the report, it was

RESOLVED – T H A T the key findings arising from the Wales Audit Office's follow up review of Environmental Health Services in the partner Councils and the subsequent responses to the proposals for improvement be agreed.

Reason for decision

To apprise the Joint Committee of the findings of the report, the implications for the SRS and the consequence of action proposed by the partner Councils.

Cabinet, having considered the recommendations, referring to Resolution (2) above concerning the Draft Budget Proposals 2019/20, noted that individual Authorities had been requested to approve in writing the proposed budget for 2020/21 by 10th March, 2020. It was noted this written confirmation would be possible, subject to the final budget being settled at Council on 26th February, 2020.

It was further noted that there was no Chairman listed within the minutes. It was noted that this may be a clerical error and Councillor Williams was incorrectly listed as Vice-Chairman when he had chaired the meeting.

RESOLVED – T H A T subject to the comment concerning Resolution (2) of the Draft Budget Proposals 2019/20, and having regard to the above concerning the Chairman, the minutes of the Shared Regulatory Services Joint Committee meeting held on 10th December, 2019 be noted.

Reason for decision

To note the minutes.

C199 REVENUE MONITORING FOR THE PERIOD 1ST APRIL TO 30TH NOVEMBER 2019 (L / PR) (SCRUTINY COMMITTEE – CORPORATE PERFORMANCE AND RESOURCES) –

The report advised Cabinet of the progress relating to revenue expenditure for the period 1st April to 30th November, 2019.

The revenue position for 2019/20 was challenging with a savings target for the year being set at £3.020m.

Adverse variances were being projected for a number of services this year and the use of reserves had been approved to resolve this short-term issue.

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 position with regard to the Authority's 2019/20 Revenue Budget be noted.

Reason for decision

To note the projected revenue outturn for 2019/20.

C200 CAPITAL MONITORING FOR THE PERIOD 1ST APRIL 2019 TO 30TH NOVEMBER 2019 (L / PR) (SCRUTINY COMMITTEE – CORPORATE PERFORMANCE AND RESOURCES) –

The report provided an update on the progress of the Capital Programme for the period 1st April, 2019 to 30th November, 2019. Details by scheme were shown in Appendix 1 to the report.

The report set out any requested changes to the 2019/20 and 2020/21 Capital Programme.

This was a matter for Executive decision

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

RESOLVED –

- (1) T H A T the progress made on the 2019/20 Capital Programme be noted.
- (2) T H A T the use of Delegated Authority in relation to the following be noted:
 - Ogmore by Sea / St. Brides Major Sustainable Transport Improvements – Increase this budget by £38k to be funded from S106 monies.
- (3) T H A T the use of Emergency Powers in relation to the following be noted:
 - Residential Home Refurbishment – Vire £42k to the ICF Ty Dewi Sant scheme;
 - Cemetery Approach – Increase the 2019/20 Capital Programme by £139,818, to be funded £6,333 from the Barry Regeneration Partnership Project Fund and a £133,485 contribution from Barry Town Council;
 - WLGA Food Poverty Grant – Increase the 2019/20 Capital Programme by £24k to be funded from a grant.
- (4) T H A T the following changes to the 2019/20 and 2020/21 Capital Programme be approved:
 - Band B Preparatory Works Changing Rooms etc. – Vire the £57k budget in 2019/20 to; £10k Band B Whitmore High School, £10k Band B Pencoedtre High School, £37k Romilly Primary School;
 - Bryn Hafren Comprehensive School Water Mains Renewal – Vire £32k from the Peterston Super Ely Roof Renewal scheme to this scheme within the 2019/20 Capital Programme;
 - Childcare Offer Capital Grant – Carry forward £1.170m into the 2020/21 Capital Programme;
 - Various Ty Dyfan, Cartref, Residential Home Refurbishment schemes – Amalgamate these schemes in 2019/20 to make one budget of £272k and rename this scheme Ty Dyfan and Cartref Dementia Improvements;
 - IT Development in Homes – Vire £6k from the ICT Infrastructure scheme to this scheme in the 2019/20 Capital Programme;
 - Barry Leisure Centre Floor – Carry forward £200k into the 2020/21 Capital Programme;
 - Cowbridge Leisure Centre Roofing – Carry forward £452k into the 2020/21 Capital Programme;

- Barry and Penarth Leisure Centre Upgrade Changing Rooms – Vire £320k from the Electrical Rewire Barry and Penarth Leisure Centres scheme to this scheme in the 2019/20 Capital Programme;
- Vehicle Replacement Programme – Carry forward £700k into the 2020/21 Capital Programme;
- Dinas Powys Library Bridge – Carry forward £100k into the 2020/21 Capital Programme;
- WeITAG Stage 2 Study Dinas Powys Transport Network – Include a new scheme into the 2019/20 Capital Programme of £70k, to be funded from the Neighbourhood Services Reserve;
- WeITAG 1 Study Transport Link from the Five Mile Lane to Cardiff Airport – Include a new scheme into the 2019/20 Capital Programme of £15k, to be funded from the Neighbourhood Services Reserve;
- Barry Island Shelters – Vire £32k budget in 2019/20 to the Eastern Shelter Resurface Roof scheme and rename the Scheme 'Barry Island Shelter Schemes';
- Traffic Signal Upgrades – Carry forward £60k into the 2020/21 Capital Programme;
- Street Lighting Energy Reduction Strategy – Carry forward £350k into the 2020/21 Capital Programme;
- Dimming of Street Lighting/Fitting of LED Lantern – Carry forward £415k into the 2020/21 Capital Programme;
- Street Lighting Column Replacement – Carry forward £150k into the 2020/21 Capital Programme;
- Boverton Flooding – Reduce this budget by £691k within 2019/20 Capital Programme;
- Coastal Assets – Vire £14k to the Penarth Pier scheme in the 2019/20 Capital Programme;
- St. Athan Sustainable Transport Improvements – Carry forward £143k into the 2020/21 Capital Programme;
- New Household Waste Recycling Western Vale – Request to carry forward £505k into the 2020/21 Capital Programme;
- Penarth Older Person's Village – Include a scheme of £120k into the 2019/20 Capital Programme to be funded from ICF grant monies;
- Upgrade of CCTV System – Carry forward £350k into the 2020/21 Capital Programme;
- Disabled Facilities Grant – Reduce this budget by £100k in the 2019/20 Capital Programme;
- Additional Disabled Facilities Grant – Reduce this budget by £150k in the 2019/20 Capital Programme;
- Barry Regeneration Partnership – Carry forward £384k into the 2020/21 Capital Programme;
- All Services Asset Renewal – carry forward £100k into the 2020/2021 capital programme and increase the Schools Asset Renewal budget;
- Colwinston Play Area – Increase this budget by £6k in the 2019/20 Capital Programme to be funded as listed in paragraph 2.33 within the report;
- TRI Thematic Grants Programme – Reprofile the grant, £40k in 2019/20 and £930k in 2020/21.

Reasons for Recommendations

- (1) To note progress on the Capital Programme.
- (2) To note the use of Delegated Authority.
- (3) To note the use of Emergency Powers.
- (4) To allow schemes to proceed in the current and future financial years.

C201 QUARTER 2 2019/20 CORPORATE PLAN PERFORMANCE REPORT (L / PR) (SCRUTINY COMMITTEES – ALL) –

The performance report presented the Council's progress at Quarter 2 (1st April to 30th September, 2019) towards achieving its Corporate Plan Well-being Outcomes for Year 4 of the Corporate Plan 2016-20.

Overall, the Council had made good progress this quarter towards delivering the key outcomes as outlined in the Corporate Plan 2016-20, giving an overall RAG status of Green.

3 of the 4 Corporate Plan Well-being Outcomes (1-3) were attributed an overall RAG status of Green with Outcome 4 attributed an overall Amber. An overall Green status had also been attributed to Corporate Health reflecting the positive progress made to date in integrating the Council's business planning practices and in promoting a 'one Council' approach, to maximising limited resources to deliver the Council's Well-being Outcomes. These developments had contributed to the achievements reported at Quarter 1 and in the long term to achieving improved outcomes for Vale of Glamorgan citizens.

The report identified areas of underperformance relating to each of the 4 Corporate Plan Well-being Outcomes and the Council's Corporate Health priorities and proposed remedial actions to bring performance back on track.

All five Scrutiny Committees (Healthy Living and Social Care, Homes and Safe Communities, Learning and Culture, Environment and Regeneration and Corporate Performance and Resources) reviewed Quarter 2 performance reports between 5th December and 19th December, 2019 and noted the performance results and progress to date in relation to their respective Well-being Outcome areas and the Council's Corporate Health priorities. Following discussions on performance, two recommendations were made:

Corporate Performance and Resources Scrutiny Committee recommended that the risk relating to Additional Learning Needs be given its own risk category / grouping to reflect the significance of the risk. This was in line with a similar recommendation made at the recent Audit Committee meeting (16th December, 2019).

The Homes and Safe Communities Scrutiny Committee requested a follow up report on digital inclusion in January 2020. In addition, following its review at Cabinet, a progress update was requested by Members on identifying an appropriate housing solution for the traveller community.

The performance report sought Cabinet's consideration of the views of Scrutiny Committees in relation to Quarter 2 performance and the remedial actions to be taken to address areas of underperformance and to tackle the key challenges identified.

In addition, Cabinet was requested to review overall service performance results to date and progress made towards achieving the Council's Well-being Outcomes and Corporate Health priorities as outlined in the Corporate Plan 2016-20.

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 performance results and progress towards achieving the Council's Well-being Outcomes in line with its Year 4 priorities for Corporate Health as outlined in the Corporate Plan 2016-20 and presented in the report's appendices be noted.

(2) T H A T the views and recommendations of all Scrutiny Committees in relation to Quarter 2 performance results and the remedial actions to be taken to address areas of underperformance and to tackle the key challenges identified were considered.

Reasons for decisions

(1) To ensure the Council clearly demonstrates 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 is 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 2015 that it maximises its contribution to achieving the well-being goals for Wales.

C202 CABINET QUARTERLY WORK PROGRAMMES – OCTOBER TO DECEMBER 2019 AND JANUARY TO MARCH 2020 (L / PR) (SCRUTINY COMMITTEES – ALL) –

The report informed Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the period October to December 2019 and sought approval and any comments in respect of the updated Cabinet Quarterly Forward Work

Programme from January to March 2020 in order that the Annual Strategic Work Programme could be amended and uploaded to the Council's website.

The Leader noted that since the publication of the Work Programme for January to March 2020, updated information had been received concerning some of the listed report dates for February 2020. In order to accurately represent the latest position, the following amendments to Appendix 2 were suggested:-

- Employee Pay Policy – listed at 3rd February, 2020 – defer to 24th February, 2020;
- Chief Officer Appraisal System – listing to be removed;
- External Funding Monitoring Report – listed at 3rd February, 2020 – defer to March 2020;
- Barry Waterfront Contract Cost Agreement – listed for 3rd February, 2020 – defer to 24th February, 2020;
- Acceptance of Stage 2 Tender – Pencoedtre High School (PHS) – listed for 3rd February, 2020 – defer to 9th March, 2020;
- Appointment of Disabled Facilities Grant Framework Contractor – listed for 3rd February, 2020 – defer to 24th February, 2020;
- Education Consortium – Way Forward Report – listed for 3rd February, 2020 – defer to 24th February, 2020;
- Approval of Contractor for a Framework Contractor (WHQS) – listed for 3rd February, 2020 – defer to March 2020;
- CCTV Review – discussions were still on going, listing to be removed;
- LED Street Lighting – Conversion of Main Road Lights to LED – listed for 3rd February, 2020 – defer to 24th February, 2020;
- Review of Fees and Charges – listed for 3rd February, 2020 – defer to 24th February, 2020;
- Review of Regional Transport Arrangements – no report was required under this title, listing to be removed.

Cabinet were content to support the amendments, as suggested.

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 Cabinet Quarterly Work Programme for October to December 2019 (Appendix 1 to the report) be agreed.

(2) T H A T the Cabinet Quarterly Work Programme for January to March 2020 attached at Appendix 2 to the report be endorsed and republished, taking into account the agreed amendments as outlined above.

(3) T H A T the Annual Strategic Cabinet Work Programme at Appendix 3 to the report be updated in line with Recommendations (1) and (2) above and uploaded to the Council's website.

Reasons for decisions

- (1) To monitor progress.
- (2) To approve the Work Programme for January to March 2020.
- (3) To comply with the requirements of the Local Government Act 2000, subordinate legislation and the Council's Constitution in setting Annual Work Programmes.

**C203 TIMETABLE OF MEETINGS: MAY 2020 TO MAY 2021 (L / PR)
(SCRUTINY COMMITTEE – CORPORATE PERFORMANCE AND RESOURCES) –**

The draft timetable at Appendix A of the Officer's report reflected current arrangements. As in previous municipal years, various recesses had been incorporated during August, October and at Christmas and Easter. As a result of the recesses, and taking into account other Bank Holidays and academic holidays, on occasions, cycles would vary and / or more than one meeting would occur on the same day. Arrangements for meetings of the Welsh Church Act Estate and Trust Committees would be dealt with separately.

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 timetable of meetings for May 2020 – May 2021, as set out in Appendix A of the agenda be approved, subject to any future changes in arrangements for meetings deemed appropriate by the Mayor of the Council or the relevant Committee Chairman.

Reason for decision

To approve / publish a calendar of meetings for the 2020/21 municipal year.

**C204 PAY POLICY 2020/2021 (L / PR) (SCRUTINY COMMITTEE –
CORPORATE PERFORMANCE AND RESOURCES) –**

This item was held over and discussed as the last agenda item so that senior officers could remain during the discussions concerning the other agenda items. When discussing this report, the Chairman then asked that all senior officers, with the exception of the Head of Human Resources and Organisational Development who would remain to answer any initial technical questions, to leave the room during this item.

The Council had a statutory requirement under the Localism Act 2011 to prepare a Pay Policy Statement for the new financial year 2020/21. The Statement needed to be approved and published by 31st March, 2020. The document 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 1st July, 2014;
- Changes as prescribed 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;
- The effects of national and locally negotiated pay and associated benefit awards along with the provisions of the National Living Wage.

The Leader asked if Cabinet had any technical questions concerning the report. There being no technical questions forthcoming, the Head of Human Resources and Organisational Development also left the meeting at this time.

This was a matter for Executive decision.

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

RESOLVED –

(1) T H A T the required changes to the Council's Pay Policy 2020/21 as set out in the report and as incorporated in the revised statement at Appendix A to the report be agreed.

(2) T H A T the Pay Policy be endorsed and referred for consideration by Corporate Performance and Resources Scrutiny Committee on 5th February, 2020 and for final consideration and approval by Full Council on 26th February, 2020.

Reasons for decisions

(1) To respond to the legal requirements under the Standing Orders (Wales) Amendment Regulations 2014, the Local Government (Wales) Act 2015 and related advice from the Welsh Government.

(2) To respond to the legal requirement under the Localism Act and to provide openness and accountability in relation to how the Council rewards its staff

C205 WELSH GOVERNMENT'S COMMENCEMENT OF THE SOCIO-ECONOMIC DUTY: CONSULTATION RESPONSE (L / PR) (SCRUTINY COMMITTEE – LEARNING AND CULTURE) –

The report brought to the attention of the Cabinet the Council's response to the Welsh Government's consultation on the commencement of the Socio-economic Duty.

Welsh Ministers had requested 'rapid progress' in the implementation of the duty and were therefore proposing that it comes into force on 1st April, 2020.

The Welsh Government had asked for views on the definition of key terms, the public bodies covered by the duty, and meeting the requirements of the duty.

The Welsh Government intended to issue interim guidance on 1st April, 2020 for a period of two years before issuing 'final' statutory guidance on 1st April, 2022. That guidance would be co-produced by the Welsh Government, relevant public body representatives and other key stakeholders through a series of events.

The proposed implementation period was intended to convey that a softer approach would be applied to the duty in the first two years whilst the guidance was refined and organisations embedded the duty in working practices.

Nonetheless, the duty commenced on 1st April, 2020, so if a relevant public body failed to perform a duty, an individual or group whose interests were adversely affected by that public body's decision, may be able to bring a judicial review claim against that authority.

It was noted that the report listed an incorrect relevant Scrutiny Committee; the Leader asked that Corporate Performance & Resources Scrutiny Committee be listed as the correct Scrutiny Committee.

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 content of the Welsh Government's consultation document (Appendix A to the report) and the Council's submitted response to the consultation (Appendix B to the report) be endorsed.

(2) T H A T further information on the commencement of the socio-economic duty and the Council's arrangements for implementing this in due course be received.

Reasons for decisions

(1) To inform Cabinet of the commencement of the socio-economic duty on 1st April, 2020, to enable Cabinet to consider the associated consultation document and the Council's response that has been submitted in order to meet the deadline of 17th January, 2020.

(2) To enable Cabinet to consider the way in which the Council will implement the duty and embed it into working practices in due course

C206 REVIEW OF TY DERI (ER) (SCRUTINY COMMITTEE – LEARNING AND CULTURE) –

The report sought Cabinet approval to consult stakeholders on the proposal to temporarily end Ty Deri residential respite provision at Ysgol Y Deri from August 2020.

Ysgol Y Deri opened in 2014 with an approximate capacity of 205 pupils. The demand for places had increased significantly and there were now 276 pupils on roll. Due to the continued increase in demand for places at Ysgol Y Deri, the need for additional long-term provision had been identified and there were plans to expand Ysgol Y Deri under Band B of the Council's 21st Century Schools programme. In planning the initial development of Ysgol y Deri the need was identified for a 19-bed residential facility and Ty Deri was built on the school site.

In contrast to the increasing demand for special school places, the demand for residential / respite placements at Ty Deri had declined significantly since 2014. In 2016 the decision was made to reduce the number of beds available from 19 to 8 due to the lack of usage and adaptations were made to Ty Deri to provide six additional classrooms to meet the increased demand for special school places.

The expansion of Ysgol Y Deri would not be open until September 2022 at the earliest and there was an urgent need to create additional capacity in Ysgol y Deri in the short term to meet the demand for places prior to September 2022.

It was possible to convert communal spaces at Ty Deri into classrooms at relatively low cost, creating five additional classrooms.

The bedrooms would not be converted into classroom space to ensure that the respite provision could be reinstated in the future.

On completion of Ysgol Y Deri the need for respite provision could be reassessed and, if a need was identified, the communal facilities could be reinstated at a relatively low cost and Ty Deri re-opened as a respite facility.

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 Director of Learning and Skills be authorised to undertake consultation from 3rd February, 2020 to 13th March, 2020 on the proposal to end Ty Deri residential respite provision at Ysgol Y Deri from August 2020.
- (2) T H A T the report be referred to the Learning and Culture Scrutiny Committee for consideration as part of the proposed consultation exercise.

Reasons for decisions

- (1) There is an urgent need to increase the capacity of Ysgol Y Deri in the short term to ensure sufficient 'specialist' provision prior to the proposed expansion of Ysgol Y Deri as part of Band B of the 21st Century Schools Programme.
- (2) To ensure that the Learning and Culture Scrutiny Committee is consulted on the proposal.

C207 GYPSY AND TRAVELLER SITE CALL FOR CANDIDATE SITES (LRPS) (SCRUTINY COMMITTEES – ENVIRONMENT AND REGENERATION AND HOMES AND SAFE COMMUNITIES) –

The report sought Cabinet approval to undertake a “Call for Candidate Sites” as a precursor to identifying a suitable site in order to meet the Council's identified need for a Gypsy and Traveller site as set out in the approved Gypsy and Traveller Accommodation Assessment 2016 (GTAA).

The report outlined a proposed methodology which it was hoped would lead to the successful development of a Gypsy and Traveller Site within the Vale of Glamorgan. The proposed candidate site form was attached, along with the Draft Site Assessment Methodology, 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 –

- (1) T H A T the contents of the report be noted and the proposed methodology as set out in Appendix 1 to the report to enable officers to undertake a “Call for Candidate Sites” to meet the identified need for a Gypsy and Traveller Site within the Vale of Glamorgan be approved.
- (2) T H A T a further report be presented to Cabinet in due course to advise of the outcome of the “Call for Candidate Sites” and Site Assessment and to agree a future programme towards the development of a Gypsy and Traveller Site within the Vale of Glamorgan.

Reasons for decisions

- (1) To enable officers to undertake a general 'Call' for candidate sites and agree a timeframe and methodology as set out in the report in order to facilitate the development of a permanent site for gypsies and travellers within the Vale of Glamorgan.
- (2) To advise Cabinet of the outcome of the 'Call' for candidate sites for gypsy and travellers and to agree a future direction in the provision of a permanent Gypsy and Traveller Site in the Vale of Glamorgan

C208 RESHAPING SERVICES – REVIEW OF THE DELIVERY OF THE ARTS SERVICE AND ARTS CENTRAL (LAC) (SCRUTINY COMMITTEE – LEARNING AND CULTURE) –

The Leader welcomed members of the public who were in attendance for this item, which sought to go out to consultation to assess both current and potential services. Councillor McCaffer added the numbers attending show the level of interest in the arts.

The report sought Cabinet approval to undertake a review of the Council's Arts Service, including a programme of consultation on the way services were delivered in the future. It was proposed that the consultation be undertaken on the following three elements:

- Consultation Element 1 – Meeting the objectives of the Arts Strategy;
- Consultation Element 2 – Ensuring the service is sustainable and cost neutral to the Council;
- Consultation Element 3 – Identifying potential future uses of Art Central Gallery.

It was intended that the outcome of the consultation would be evaluated and inform a business case. It was recommended that the future business case be initially referred to the Learning and Culture Scrutiny Committee for pre-decision scrutiny and then to the Cabinet for a decision to be made.

The report provided a project plan, including indicative timescales.

The Leader invited comments from the Cabinet.

Councillor McCaffer added the consultation was an opportunity to assess how people interact with the arts, to assess what was done well or not at all and at which venues, and capture as many opinions as possible from the public, Youth Cabinet, 50+ Forum etc.

Councillor Wilkinson felt Arts Central was a wonderful facility that could encourage additional attractions to the Centre.

Councillor Gray agreed the consultation would be an informative exercise. Opinion would not just concern Arts Central, but wider provision in the Vale and how different groups could use available space.

The Leader said that any final decision would not be taken today and would not be rushed so that people could engage. The consultation would take place and also be discussed at Learning and Culture Scrutiny Committee before coming back to Cabinet for any final decision in June or July 2020. Councillor Gray added that as well as being able to formally respond as part of the consultation, any member of the public could register to speak at Scrutiny meetings as per the established procedures and would encourage people to get involved.

The Leader hoped that the public did engage with the consultation process and thanked the members of the public for their attendance.

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 proposals contained in the report be approved as a basis for consultation with staff, trade unions, the public and the Art Central Friends group on the way in which services are provided and on the use of the Arts Central gallery.
- (2) T H A T the report be referred for consideration by the Learning and Culture Scrutiny Committee as part of the consultation process.
- (3) T H A T , subject to Recommendations (1) and (2) above, proposals be prepared in the form of a business case for discussions at the Learning and Culture Scrutiny Committee and that those proposals and the views of the Committee be brought to Cabinet in due course for a decision.

Reasons for decisions

- (1) To enable a consultation exercise to be undertaken with service users and stakeholders to inform proposals as to how the Council can best deliver Arts as a service and consider how this may relate to the best use of the Arts Central Gallery space.
- (2) To enable the consideration by Scrutiny Committee as part of the consultation process.
- (3) To ensure that the process for progressing any changes is undertaken efficiently and effectively in accordance with the Council's policies and procedures and that the views of the Scrutiny Committee are taken into account when reaching a decision as to how to progress.