

## CABINET

Minutes of a Cabinet meeting held on 19<sup>th</sup> July, 2021.

The Cabinet agenda is available [here](#).

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

Also Present: Councillor Dr. I.J. Johnson.

### **C628 MINUTES –**

RESOLVED – T H A T the minutes of the meeting held on 5<sup>th</sup> July, 2021 be approved as a correct record.

### **C629 DECLARATIONS OF INTEREST –**

No declarations were received.

### **C630 CORPORATE PARENTING PANEL –**

The minutes of the Corporate Parenting Panel meeting held on 17<sup>th</sup> May, 2021 as contained within the agenda were submitted.

Councillor Gray in referring to the minutes, drew attention to:

- An informative discussion on domestic violence and domestic abuse and its impact from the perspective of those Children Looked After (CLA) under the Council's care.
- Information concerning the latest end of year CLA reduction submission to Welsh Government information and current CLA figures.

RESOLVED – T H A T the minutes of the Corporate Parenting Panel meeting held on 17<sup>th</sup> May, 2021 be noted.

#### Reason for decision

To note the minutes.

### **C631 ANNUAL TREASURY MANAGEMENT REPORT 2020/21 (L/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –**

The report advised that the Council's borrowing requirement reduced by £315k in 2020/21 giving a Total Capital Financing Requirement of £198.763m at 31<sup>st</sup> March,

2021. At the same date the Council held £152.735m of Gross External Borrowing. The Council was therefore under borrowed by £46.028m as at 31<sup>st</sup> March, 2021.

The Council's External Borrowing was well within the Authorised Limit and Operational Boundary set for 2020/21.

The Council held Loans from the Public Works Loan Board (PWLB) £144.417m, Concessionary Loans from Welsh Government (WG) £500k, Market Loans £6m and a Temporary Loan £0.10m at 31<sup>st</sup> March, 2021. Additional external loans taken out in year amounted to £1.7185m and were advanced by Salix, Salix SEELS and Welsh Government. The Council continued to finance new Capital Expenditure £3.908m from internal borrowing.

Land Appropriation between the Housing Revenue Account (HRA) and the General Fund Account (GF) took place in 2020/21 amounting to £1.095m.

During 2020/21 the Council invested in Money Market Funds and interest yielding Bank Deposit Accounts.

The Council held investments of £92.160m at 31<sup>st</sup> March, 2021.

The Leader advised that the report outlined the significant financial impact of the pandemic in the UK and globally, having a substantial impact on interest rate forecasts.

This was a matter for Executive decision.

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

RESOLVED – T H A T the annual report on Treasury Management 2020/21 be accepted and that the report be referred to Council for approval.

Reason for decision

To accept and refer the report to Council.

**C632 BUDGET STRATEGY 2022/23 (L/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –**

The report advised that the Budget Strategy outlined the process and timetable for setting the 2022/23 budget.

The Leader gave advance notice that the Cabinet may potentially consider the initial budget proposals on the 22<sup>nd</sup> November, rather than the 29<sup>th</sup> November as stated in 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 Budget Strategy for 2022/23, including the requirement for Directors to prepare initial revenue budgets in accordance with a timetable agreed by the Head of Finance, be approved.
- (2) T H A T Directors continue to progress the Reshaping Programme.
- (3) T H A T the following timetable for the 2022/23 Budget Process, subject to any amendments being required to meet the statutory deadline, as a result of changes in the timing of Welsh Government settlement announcements be approved:

**Timetable for the 2022/23 Budget Process**

Cabinet consider the initial budget proposals  
 Lead Scrutiny Committee responds to consultation and makes recommendations on budget proposals  
 Cabinet makes its final proposals on the budget  
 Meeting of Council to consider budget and Council Tax resolution

**To be completed no later than**

29<sup>th</sup> November 2021  
 20<sup>th</sup> December 2021  
  
 14<sup>th</sup> February 2022  
 7<sup>th</sup> March 2022

Reason for decisions

- (1-3) To enable the 2022/23 budget process to be commenced.

**C633 ANNUAL DELIVERY PLAN MONITORING REPORT: QUARTER 4 PERFORMANCE 2020/21 (L/PR) (SCRUTINY – ALL) –**

The performance report presented progress at Quarter 4 (1<sup>st</sup> April, 2020 to 31<sup>st</sup> March, 2021) towards achieving the Council's Annual Delivery Plan (2020/21) commitments as aligned to the Corporate Plan Well-being Objectives.

The appended presentations (contained in Appendix A) were intended to provide Cabinet with an overview of end of year performance earlier in the calendar year than had been the case in other years. This was ahead of the more detailed Annual Report 2020/21 which would be reported to Cabinet in September 2021 and Full Council prior to publication in October 2021 in line with the statutory timetable.

Despite the ongoing challenges of responding to the global COVID-19 pandemic, positive progress had been made in delivering in-year commitments in relation to the Annual Delivery Plan (2020/21). This performance had contributed to an overall Amber status for the Plan at Quarter 4 (Q4).

All four Corporate Plan Well-being Objectives were attributed an Amber performance status at Q4 to reflect the progress made to date. This was positive given the unprecedented challenges being faced.

60% (141 out of 234) of planned activities outlined in the Annual Delivery Plan had been attributed a Green performance reflecting the positive progress made during the quarter, under challenging circumstances. 40% (93) of planned activities were attributed a Red status.

Of the 93 actions attributed a Red performance status at end of year, 91% (85) were directly as a result of service reprioritisation measures undertaken in response to the impact of the ongoing COVID-19 pandemic. In relation to these areas, where appropriate, work was now recommencing as part of recovery plans and strategy. Progress in relation to Coronavirus recovery was being reported to Members in the presentation accompanying the performance report and had been reported to Scrutiny Committees with a focus on highlighting issues pertinent to each Committee's remit. The Coronavirus Recovery Update now formed part of quarterly performance reporting to ensure Members maintained an oversight of the recovery issues impacting on the work of their respective Committees and for the Council overall by Cabinet. From this perspective, Members were requested to note the progress to date in relation to Coronavirus recovery.

Of the 149 performance measures aligned to the Corporate Plan Well-being Objectives, data was reported for 64 measures where a performance status was applicable. 62% (42) measures were attributed a Green performance Status, 9% (6) an Amber status and 29% (20) a Red status. A performance status was not applicable for 90, those establishing baseline performance for the year (52) and those due to reprioritisation measures undertaken in response to the impact of the ongoing COVID-19 pandemic (29).

In relation to the 20 measures attributed a Red performance status at end of year, the impact of COVID-19 had contributed to missing target in each case.

The report sought Cabinet's consideration of Q4 performance results and the proposed remedial actions to address areas of identified underperformance. Due to the timing of scrutiny committee meetings in July, it had not been possible to incorporate the views of all Scrutiny Committees within the report. However, those were tabled on the day to inform Cabinet's discussions and review of end of year performance.

Informed by the views and recommendations from Scrutiny Committees as tabled on the agenda, Cabinet was requested to review overall service performance results for the period 2020/2021 and the progress made towards achieving the Council's Annual Delivery Plan commitments as aligned to the Corporate Plan Well-being Objectives.

The Deputy Leader referred to the level of detail contained in Appendix A and gave the example of digital connectivity as one area that emphasised the amount of activity taking place, such as:

- Connecting Care Homes to facilitate family communication
- Providing children with access to online learning
- Over 9,500 devices had been distributed to learners
- Mi-Fi units being made available to those with no connectivity.

The Deputy Leader also passed on her thanks to all staff concerned for delivering such provision.

Councillor Williams praised the fact that even though the pandemic had affected services, they were still being delivered where possible via different methods and as a result there were more green than amber actions. He too recognised the contributions of all staff and Scrutiny towards achieving that.

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 Annual Delivery Plan 2020/21 commitments as aligned to the Corporate Plan Well-being Objectives as outlined in the report be noted.

(2) T H A T the remedial actions to be taken to address areas of under-performance and to tackle the key challenges identified, informed by the views / recommendations of Scrutiny Committees tabled with the report be approved.

(3) T H A T the progress being made through the recovery strategy in response to the ongoing Coronavirus pandemic be noted.

#### Reasons for decisions

(1) Having regard to the contents of the report and discussions at the meeting.

(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.

(3) Having regard to the contents of the report and discussions at the meeting.

**C634 VALE OF GLAMORGAN PUBLIC SERVICES BOARD ANNUAL REPORT 2020-21 (L/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –**

The report advised that the Public Service Board (PSB) launched its Well-being Plan on 22<sup>nd</sup> May, 2018. Since its launch partners had been working to progress the Well-being Objectives set out in the Plan and the actions aligned to these Objectives.

To capture the progress made in the third year of the Well-being Plan, the PSB had produced an Annual Report in the form of an online report using Microsoft Sway. The Annual Report gave an overview of the progress that had been made by partners in implementing the four Well-being Objectives and activities detailed in the Plan and against the PSB's priority workstreams. Many of the activities detailed had been developed or adapted in response to COVID-19.

The Annual Report was considered by the PSB on 2<sup>nd</sup> July, 2021 and would be published on the PSB website.

PSB partners had met with Town and Community Councils to discuss how they could strengthen the relationship and work together.

The Deputy Leader stated she had been involved Food Vale as one tranche of the work connected to the Move More Eat Well Plan and it had been easier to connect the right people to be able to move projects forward from a number of organisations.

The Leader drew attention to the fact that Town and Community Councils also had the opportunity to register to speak at Scrutiny Committees on items of interest on a case by case basis.

This was a matter for Executive decision.

With the amendment to Recommendation (5), Cabinet, having considered the report and all the issues and implications contained therein

**RESOLVED –**

(1) T H A T the Vale of Glamorgan Public Services Board's (PSB) Annual Report for 2020-21 and the progress partners were making in implementing the priorities set out in the Well-being Plan be noted.

(2) T H A T the outcomes of the recent discussions between PSB partners and representatives of some of the Town and Community Councils and the proposed way forward to ensure there was a stronger working relationship between the PSB and Town and Community Councils be noted.

(3) T H A T the views of Community Liaison Committee which considered the Annual report on 5<sup>th</sup> July, 2021 be noted.

(4) T H A T it be noted how Council services could continue to contribute to the successful delivery of PSB priorities.

(5) T H A T any recommendations to the PSB regarding the progress to date and future focus of PSB activity in delivering the Well-being Plan be made and that thanks for the amount of work undertaken to date by both statutory and non-statutory partners be noted.

(6) T H A T the report be referred to the Corporate Performance and Resources Scrutiny Committee for their consideration.

#### Reasons for decisions

(1-3) Having regard to the contents of the report and discussions at the meeting.

(4) To ensure that the Council continues to support the work of the PSB.

(5) To enable Members to make recommendations to the PSB and acknowledge the work done by both statutory and non-statutory partners.

(6) To enable the Scrutiny Committee (Corporate Performance and Resources) to consider the work being undertaken by the PSB as detailed in this report and the PSB Annual Report.

### **C635 DIVERSITY IN DEMOCRACY (L/PR) (SCRUTINY – ALL) –**

The Welsh Government (WG) had been focusing heavily on the diversity agenda and following the evaluation of phase one of the WG's Diversity in Democracy work, a number of key recommendations and actions were derived, with such actions being addressed through the Local Government and Elections (Wales) Act 2021. Further work by the WLGA Council had also strengthened the impetus for diversity actions to be considered and implemented, to allow any improvement in diversity within democracy for the Local Government Elections in 2022 and beyond.

The WLGA Council's report on Diversity in Local Democracy highlighted three key areas for further action by Councils and Political Parties.

In addition to the above, the meeting of the WLGA Council subsequently agreed the following to ensure that Councils were more representative of their communities following the next Local Government Elections:

- a) to encourage all political parties, through the WLGA Political Groups, to commit to proactive and co-ordinated activities to improve diversity in local government democracy;
- b) a formal position calling for the introduction of resettlement grants for all Councillors and senior salary holders;
- c) to encourage all Councillors to claim any necessary allowances or expenses;

- d) to encourage a declaration by July 2021 from Councils in Wales, on becoming 'Diverse Councils'; to:
  - i) Provide a clear, public commitment to improving diversity;
  - ii) Demonstrate an open and welcoming culture to all;
  - iii) Consider staggering Council meeting times and agreeing recess periods to support Councillors with other commitments; and
  - iv) Set out an action plan of activity ahead of the 2022 local elections.
- e) that Councils should set targets to be representative of the communities they serve at the next elections;
- f) to support the use of voluntary quotas for Welsh local elections; and
- g) the WLGA reviews the impact of voluntary quotas following the next local elections.

The report sought Cabinet and Council approval to make a Diverse Council Declaration by the end of July 2021 and the establishment a Diversity in Democracy Working Group of the Democratic Services Committee to progress the WLGA Council recommendations and any other actions identified to compliment the work of Welsh Government's proposed Race Equality Action Plan (REAP) for an Anti-Racist Wales and associated goals for local government.

Councillor McCaffer stated it was important that everyone in the community should feel able to stand and represent the community in which they live and was in support of increasing diversity amongst the Council as a positive move forward.

Councillor Williams felt the declaration from Councils in Wales on becoming 'Diverse Councils' was hugely positive in order to acknowledge people for who they were and what skills they could offer.

The Deputy Leader referred to an interesting conversation with the Pupil Voice Network who had discussed diversity in representation, and they felt it was so important to have people available who represent them that they could identify with. She said that it had been positive to see gender balance within the Cabinet and stressed the importance of being able to recognise everyone's individual skills.

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 making of the following Vale of Glamorgan "Diverse Council" Declaration be endorsed and referred to Council for ratification:



“The Vale of Glamorgan Council will:

- (i) Provide a clear, public commitment to improving diversity;
- (ii) Demonstrate an open and welcoming culture to all;
- (iii) Consider staggering Council meeting times and agreeing recess periods to support Councillors with other commitments; and
- (iv) Set out an action plan of activity ahead of the 2022 Local Government Elections.”

(2) T H A T the actions outlined within the WLGA Council report be noted.

(3) T H A T the establishment and the Terms of Reference of a Diversity in Democracy Working Group of the Democratic Services Committee to promote the diversity agenda within the Council be approved and referred to Council. The Working Group be established based on a membership of 5 (one Member from each of the political groups which are represented on the Democratic Services Committee) be agreed.

(4) T H A T Group Leaders be requested to nominate their respective group representative to sit on the Working Group where they have more than one Group Member on the Democratic Services Committee.

(5) T H A T as part of supporting the Council to develop an inclusive culture and one that is respectful of gender identity across the spectrum, the principle of amending the Council’s Constitution to reflect the use of gender-neutral terminology and refer the same to Council for approval be endorsed.

(6) T H A T the use of the Urgent Decision Procedure as set out in Section 14:14 of the Council’s Constitution in order to refer the matter to Council before the call-in period ends be approved.

#### Reasons for decisions

(1) To support the WLGA Council recommendation to make the Declaration by the end of July 2021.

(2) Having regard to the contents of the report and discussions at the meeting.

(3&4) To allow the work needed to be undertaken by the Council to progress the recommendations set out within the WLGA Council report and including any other action identified by the Working Group and to receive updates on its ongoing work as and when appropriate and reported to the Democratic Services Committee / Cabinet.

(5) The Diversity in Democracy programme aims to advance gender equality and diversity in Councils before the 2022 elections. Amending the Council’s Constitution is a Council matter.

(6) The reporting of the use of the Urgent Decision Procedure is a requirement of the Council’s Constitution.

**C636 RENEWAL OF VALE OF GLAMORGAN BROADCASTING COMMUNITY INTEREST COMPANY DEED OF GRANT (L/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –**

The report advised that the Vale of Glamorgan Council had supported the local community radio station Bro Radio since its foundation in 2009 and sought approval to extend the existing funding arrangement for a further three years to August 2024.

In addition to the Council's established communications channels and in an unstable media landscape, the award-winning local station had established itself as a vital source of reliable news and information for Vale residents.

The wider work of the station, such as providing employment and volunteering opportunities to young people and support to and promotion of local businesses, effectively complemented the work of the Council.

The Deputy Leader said that Bro Radio had been important in times of emergency such as reporting flood notices and school closures. They had to switch to working remotely as a result of the pandemic and continued to maintain a local service. The Deputy Leader also took the opportunity to praise the skills development of their volunteers and building the confidence of young people.

This was a matter for Executive decision.

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

RESOLVED –

- (1) T H A T the contents of the report be noted.
- (2) T H A T the renewal of the Deed of Grant between the Council and the Vale of Glamorgan Broadcasting Community Interest Company for a further three year period (1<sup>st</sup> August, 2021 – 31<sup>st</sup> July, 2024) be approved.
- (3) T H A T delegated authority be granted to the Monitoring Officer / Head of Legal and Democratic Services, in consultation with the Executive Leader and Head of Finance / Section 151 Officer, to prepare and execute the Deed of Grant and related payment processes.
- (4) T H A T an annual update on the work of Bro Radio over the term of the funding be received by Cabinet.

Reasons for decisions

- (1) Having regard to the contents of the report and discussions at the meeting.
- (2) To approve the further funding of Bro Radio for a period of three years.

- (3) To enable the funding arrangement to be regularised by way of a Deed of Grant and associated payments to be made.
- (4) To provide Cabinet with an overview of the work of Bro Radio on an annual basis.

**C637 GRANT AWARD AND LICENCE EXTENSION TO COWBRIDGE CHARTER TRUST 2021/22 TO 2023/24 (L/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –**

The report considered the award of a grant to Cowbridge Charter Trust of £1,128 per annum from the Corporate Grants Budget in Policy for 2021/22, 2022/23 and 2023/24, as well as award a licence to Cowbridge Charter Trust for the period 1<sup>st</sup> April, 2021 to 31<sup>st</sup> March, 2024.

The Leader requested that he also be included in the delegated authority consultation.

Councillor Gray said there was great deal of value in the work that Cowbridge Charter Trust does and agreement of the recommendations would enable them to prioritise work over the summer period.

This was a matter for Executive decision.

With the amendment to Recommendation (2), Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T a grant be awarded to Cowbridge Charter Trust Charitable Incorporated Organisation (CIO) of £1,128 per annum for 2021/22, 2022/23 and 2023/24 and a corresponding licence be made for the period.
- (2) T H A T delegated authority to the Monitoring Officer / Head of Legal and Democratic Services in consultation with the Leader and Cabinet Member for Performance and Resources to agree the terms and execute the Licence between the Vale of Glamorgan Council and the Cowbridge Charter Trust CIO in line with Resolution (1) above be granted.

Reasons for decisions

- (1) To enable maintenance works to be carried out to the Cowbridge Town Wall by Cowbridge Charter Trust CIO.
- (2) To enable a Licence to be agreed between the Vale of Glamorgan Council and the Cowbridge Charter Trust CIO for the Cowbridge Town Walls.

**C638 ENFORCED SALE POLICY (L/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –**

The report presented the proposed Enforced Sale Policy (attached at Appendix 1) and the Equality Impact Assessment (attached at Appendix 2) for consideration. The report also recommended the use of delegated powers to finalise the Enforced Sale Policy (Recommendation 2) and to authorise the use of the Enforced Sales Procedure (Recommendations 3 and 4), subject to the views of Corporate Performance and Resources and Homes and Safe Communities Scrutiny Committees (Recommendation 5).

The Council engaged actively in the Welsh Government's Empty Property Management Support Programme and the proposed Enforced Sale Policy was a result of this workstream.

Long-term problematic empty properties could have a negative impact on the visual amenity in the immediate neighbourhood and cause nuisance to adjacent occupiers. They could also lead to increased fly-tipping, vandalism, arson, potential squatting and other anti-social behaviour.

The proposed Enforced Sale Policy was a mechanism by which problematic, long-term empty private sector dwellings, derelict commercial properties and land were brought back into beneficial use where Council debts had been registered against the property but not discharged.

The Enforced Sale Procedure was used as a means of last resort, where owners had abandoned the empty property or land or it was not clear who the owner was.

The Enforced Sale Procedure was a means of recovering debt and of bringing about a change of ownership. A new owner would be more able and willing to invest in the property, ensure its occupation and maintain its upkeep in order to bring such properties back into use.

Each case would be assessed individually and was subject to financial viability.

The Deputy Leader said the Procedure was only for use concerning very hard-to-solve cases and was a method of last resort. It was a necessary extra policy in the Council's armoury in order to tackle the more problematic properties.

Councillor Williams stated it was more of a significant problem than people might realise, for both commercial and residential properties. There would be more work for both Planning and Legal Services departments but was necessary to bring such properties back into use.

The Leader advised that 10.54% of empty properties in the Vale of Glamorgan had been brought back into use through 2020-2021.

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 details of the proposed Enforced Sale Policy and Equality Impact Assessment be noted.
- (2) T H A T the Head of Regeneration and Planning be granted delegated authority to agree the final format of and any necessary typographical changes and minor amendments to the Enforced Sale Policy prior to its publication, and thereafter update it with any factual updates in response to policy or legislative changes as appropriate.
- (3) T H A T authority be granted to the relevant Head of Service linked to the initial Local Land Charge, in consultation with the Head of Finance / Section 151 Officer and the appropriate Cabinet Member(s) to approve the use of the Enforced Sale Procedure and the appropriate method of sale.
- (4) T H A T the Monitoring Officer / Head of Legal and Democratic Services be granted authority to prepare, execute and complete all legal documentation required to use the Enforced Sale Procedure and to facilitate the appropriate method of sale.
- (5) T H A T the matter be referred to the Corporate Performance and Resources and Homes and Safe Communities Scrutiny Committees for their consideration. Should Scrutiny Committee resolve to accept the Policy', Cabinet would consider the Enforced Sale Policy and Equality Impact Assessment as agreed.

Reasons for decisions

- (1) Having regard to the contents of the report and discussions at the meeting.
- (2) To obtain authority for the Head of Regeneration and Planning to make typographical or other minor changes as necessary to the Enforced Sale Policy, without the need to seek further Cabinet approval.
- (3) To obtain delegated authority for the relevant Head of Service, in consultation with the Head of Finance / Section 151 Officer and the appropriate Cabinet Member(s) to use the Enforced Sale Procedure.
- (4) To obtain delegated authority for the Monitoring Officer / Head of Legal and Democratic Services to prepare, execute and complete all legal documentation required to facilitate the delivery of the Enforced Sale Procedure.
- (5) To allow consideration of the matter by the relevant Scrutiny Committees prior to any final decisions being taken.

**C639 LONGMEADOW COURT SHELTERED HOUSING SCHEME  
EXTERNAL REFURBISHMENT PROJECT 2021-22 (HBS) (SCRUTINY – HOMES  
AND SAFE COMMUNITIES) –**

The Part II report associated with this report brought to the attention of Cabinet the outcome of the tender process and the request for delegated authority to accept the most advantageous tender bid and to execute the contract for delivery of the Longmeadow Court Sheltered Housing Scheme External Refurbishment Project 2021-22.

Having regard to the confidential matters concerning tender process details, Councillor Wilkinson advised that the relevant discussion would take place under Part II.

This was a matter for Executive decision.

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

RESOLVED – T H A T the contents of the report, with a view to taking decisions on the award of the contract detailed within the Part II report later on this agenda, be noted.

Reason for decision

To advise of the current position with this particular Welsh Housing Quality Standard (WHQS) maintenance contract.

**C640 SEVERN AVENUE EXTERNAL AND ENVIRONMENTAL  
REFURBISHMENT SCHEME 2021-22 (HBS) (SCRUTINY – HOMES AND SAFE  
COMMUNITIES) –**

The Part II report associated with this report brought to the attention of Cabinet the outcome of the tender process and the request for delegated authority to accept the most advantageous tender bid and to execute the contract for delivery of the Severn Avenue External and Environmental Refurbishment Scheme 2021-22.

Having regard to the confidential matters concerning tender process details, Councillor Wilkinson advised that the relevant discussion would take place under Part II.

This was a matter for Executive decision.

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

RESOLVED – T H A T the contents of the report, with a view to taking decisions on the award of the contract detailed within the Part II report later on the agenda be noted.

Reason for decision

To advise of the current position with this particular Welsh Housing Quality Standard (WHQS) maintenance contract.

**C641 ACTIVE TRAVEL NETWORK- STATUTORY CONSULTATION PROCESS (NST) (SCRUTINY – ENVIRONMENT AND REGENERATION) –**

The report advised that the Active Travel (Wales) Act 2013 placed duties upon Local Authorities in Wales to map, plan for, improve and promote opportunities for active travel. Initial Active Travel Network Maps (ATNMs) were approved by Welsh Government (WG) in November 2017 and updated ATNMs must be submitted to WG every three years.

Sustrans Cymru Ltd had assisted Council officers with the undertaking of the Active Travel route auditing and production of future routes as identified in the report attached at Appendix A.

The report sought approval for the statutory 12-week consultation on the proposed ATNMs.

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 Vale of Glamorgan Active Travel Network Maps (ATNMs) Consultation report as attached at Appendix A be endorsed.
- (2) T H A T a formal statutory (12 week) consultation on the Draft ATNMs included in the Vale of Glamorgan Active Travel Network Maps (ATNMs) Consultation report from 2<sup>nd</sup> August, 2021 be approved.
- (3) T H A T the Environment and Regeneration Scrutiny Committee be consulted on the Active Travel Network Maps (ATNMs) as part of the formal 12 week consultation in September 2021.
- (4) T H A T a further report outlining the results of the Consultation process and to consider the submission of the final ATNMs to Welsh Government by 31<sup>st</sup> December, 2021 be presented to Cabinet in Autumn 2021.

Reasons for decisions

- (1) To update Cabinet on the progress made in accordance with Active Travel (Wales) Act 2013.

- (2) To allow the Council to fulfil its legal obligations and undertake statutory consultation within the specified timescale.
- (3) To ensure the views of the relevant Scrutiny Committee are considered.
- (4) To allow Cabinet to consider the results of the consultation process and approve the final maps before 31<sup>st</sup> December, 2021.

**C642 CLOSURE OF INDEPENDENT RESIDENTIAL CARE HOMES (SCH)  
(SCRUTINY – HEALTHY LIVING AND SOCIAL CARE) –**

Following a concern raised regarding the quality of care provided at Island View Care Home, the proprietors took the decision to close.

By the end of June 2021 all residents had been found alternative care homes and so the home formally closed.

A further care home, Tower Hill in Penarth, had also made the decision to close. The proprietors had made this decision for personal reasons.

Councillor Gray noted the amount of work that Officers had completed with regards these matters and highlighted the current fragility in the market. It was important to note that the closing was delayed whilst the Council made alternative provision for the residents. The Council has 4 care homes who were able to draw upon staffing expertise and placement knowledge across the Vale of Glamorgan and were able to respond quickly and were able to accommodate the wishes of some groups of residents to move as a group where possible.

Councillor Gray said also that COVID-19 was not the only factor at play and that the sector was changing with more people also opting to have more support at home, recruitment challenges and financial considerations. He praised how closely in touch the Vale of Glamorgan Council was with private care providers.

The Leader also suggested that the staff in Social Services and the proprietor of Tower Hill Care Home be thanked for all their work.

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 closure of Island View Care Home and the associated reduction in residential care capacity in the Vale of 40 registered beds be noted.
- (2) T H A T the positive work completed by Social Services in reassessing all the residents and facilitating them to move to alternative provision be noted and the staff formally thanked for ensuring that the service continued.



(3) T H A T Tower Hill Care Home in Penarth had also made a decision to close be noted and that the proprietor at Tower Hill Care Home be thanked for their past partnership working and best wishes were extended to them for the future.

(4) T H A T the approach taken by the Regional Commissioning Board (sub-group of the Regional Partnership Board) to urgently review the stability of the care home sector be endorsed.

(5) T H A T the report be referred to Healthy Living and Social Care Scrutiny Committee for consideration.

#### Reasons for decisions

(1-3) Having regard to the contents of the report and discussions at the meeting.

(4) To endorse the need for further work to take place quickly regarding the stability of the care home sector in the Vale.

(5) To ensure that Scrutiny Members had the opportunity to consider the issues in the report.

#### **C643 LEISURE MANAGEMENT CONTRACT EXTENSION (LAC) (SCRUTINY – HEALTHY LIVING AND SOCIAL CARE) –**

Further to previous Part I and Part II reports considered by Cabinet at its meeting on 21<sup>st</sup> June, 2021 (Minute Nos. C598 and C608 respectively), Cabinet was asked to confirm their decision having regard to the need for a further report regarding the extension of the Leisure Management Contract between Parkwood Leisure and the Council.

The report was referred to the Healthy Living and Social Care Scrutiny Committee for consideration at its meeting that took place on 6<sup>th</sup> July, 2021. There were no comments received from that Committee to be reported back to Cabinet and therefore Cabinet were requested to authorise the work on the detail of the contract extension.

It was proposed in the previous reports to extend the contract by a period of 7 years and 5 months which allowed both the Council and the Contractor to compensate for the time lost due to the pandemic. Due to the commercial sensitivity of the financial information involved, this matter was considered on the agenda under Part I and II.

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 be considered alongside the linked Part II report later on the Agenda so that a decision on this matter could be taken under Part II of the Cabinet Agenda.

(2) T H A T the use of the Urgent Decision Procedure as set out in Section 14:14 of the Council's Constitution be noted.

Reasons for decisions

(1) To explain the background to the proposals to extend the Leisure Management Contract.

(2) Having regard to the fact that the detail and the decision of the report was being considered under Part II due to the confidential nature.

**C644 MATTERS WHICH THE CHAIRMAN HAD DECIDED WERE URGENT –**

RESOLVED – T H A T the following matters which the Chairman had decided were urgent for the reason given beneath the minute heading be considered.

**C645 REVIEW OF THE MEMBER DEVELOPMENT STRATEGY (REF) –  
(Urgent by need to ensure that all training can be confirmed with providers prior to September 2021 and over the recess prior to the Local Government elections in May 2022)**

The urgent reference from the Democratic Services Committee of 12<sup>th</sup> July, 2021 was presented to Cabinet.

The Leader said that Democratic Services Committee had looked at issues concerning Members' training and had requested a refresh of the Elected Member Development Strategy.

Councillor McCaffer said she wanted more people to be encouraged to take part in Local Government. It was important for people to know and understand Council processes and this was a step to support all Elected Members to be able to fully participate in Council, whomever they were elected to represent.

The Leader also referred to the 'Diversity in Democracy' report that had been considered earlier on the agenda.

Councillor Gray said that long-standing Members would be able to share their expertise with newer Members but could also benefit from new and shared experience from other industries.

Councillor Williams referred to the considerable amount of training available for prospective candidates and Members which could be programmed for completion over time.

The Leader commented that Members needed to keep their training up to date in order to keep up with new legislative requirements. The Leader in referring to the need to ensure that arrangements could be put in place over the summer period for training advised he would be recommending the use of the urgency decision procedure.

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

RESOLVED –

(1) T H A T the topics contained within the table attached at Appendix B to the report with an amendment that Rules of Debate training be included as mandatory training be endorsed.

(2) T H A T that the development of a personal safety policy specifically for Elected Members be presented to the Committee and Cabinet for consideration / adoption in due course.

(3) T H A T the inclusion of the WLGA Competency Framework (Appendix C to the report) and the revised model role descriptions for Members set out in Appendix D to the report, as part of the refresh of the Council's Member Development Strategy be endorsed.

(4) T H A T the refreshed Member Development Strategy subject to Resolutions 1, 2 and 3 above be approved.

(5) T H A T the use of the Urgent Decision Procedure as set out in Section 14:14 of the Council's Constitution be approved to allow work progress over the summer period.

#### Reasons for decisions

(1-4) Having regard to the contents of the report and the discussion at the meeting.

(5) The reporting of the use of the Urgent Decision Procedure is a requirement of the Council's Constitution.

**C646 DRAFT MEMBER INDUCTION AND DEVELOPMENT PROGRAMME 2022 (REF) –**  
**(Urgent by need to ensure that all training can be confirmed with providers prior to September 2021 and over the recess prior to the Local Government elections in May 2022)**

The urgent reference from the Democratic Services Committee of 12<sup>th</sup> July, 2021 was presented to Cabinet.

The Leader in presenting the reference and report outlined the proposed induction and development programme for newly elected and returning Councillors following the Local Government Election in May 2022 as set out in Appendix A.

The Leader also said that Democratic Services were also working on an induction programme for potential candidates before elections.

Councillor McCaffer said that all Vale of Glamorgan Members and Officers had had to adapt to a new way of working and it was the right time to make some of the proposed changes.

The Leader in referring to the need to ensure that arrangements could be put in place over the summer period for training advised he would be recommending the use of the urgency decision procedure.

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

**RESOLVED –**

(1) T H A T the draft Member Induction and Development Programme, attached as Appendix A, with the following suggested additions, be endorsed:

- Rules of Debate training be included in the Draft Induction Programme as mandatory training
- The Vale of Glamorgan Council's GLAM and Ethnic minority networks be approached with the view to assisting on the delivery of the Equality and Diversity sessions;
- In the interests of inclusivity and diversity the training sessions noted as 9.00 a.m. be amended to 9.30 a.m. to assist Members with childcare responsibilities;
- Member appointments e.g. to Governing Bodies and Outside Bodies;
- That further consideration be given to making induction programme sessions:
  - interactive opportunities,
  - time for Members to network with each other,
  - Presentations and handouts to be provided to Members in advance to the sessions they are scheduled to attend,
  - opportunities be afforded for Members to meet with other officers in the service areas, during the induction programme, as well as the Senior Managers of the authority.

(2) T H A T the use of the Urgent Decision Procedure as set out in Section 14:14 of the Council's Constitution be approved to allow work progress over the summer period.

Reasons for decisions

- (1) Having regard to the contents of the report and the discussion at the meeting.
- (2) The reporting of the use of the Urgent Decision Procedure is a requirement of the Council's Constitution.

**C647 WHISTLEBLOWING POLICY (L/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –  
(Urgent by reason of the need to implement the new policy and associated procedures by 1<sup>st</sup> September, 2021)**

The report provided Cabinet with a high-level overview of the revised Whistleblowing Policy and sought approval for policy implementation with effect from 1<sup>st</sup> September, 2021.

The report also provided an update on the associated revised Whistleblowing Procedure and new 'Speak Out' Line which would become effective from 1<sup>st</sup> September, 2021.

This was a matter for Executive decision.

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

RESOLVED –

- (1) T H A T the contents of the report and Appendices 1, 2 and 3 be noted.
- (2) T H A T the Policy (and associated Procedure) to be implemented across the Council, with the effective date being 1<sup>st</sup> September, 2021, in line with the launch of the new Council 'Speak Out' line be approved.
- (3) T H A T the use of the Urgent Decision Procedure as set out in Section 14:14 of the Council's Constitution be approved.

Reasons for decisions

- (1) Having regard to the contents of the report and discussions at the meeting.
- (2) In order to approve the new Whistleblowing Policy and associated Procedures from 1st September, 2021.

- (3) To allow the Policy and Procedure to be implemented with effect from 1st September, 2021.

**C648 EXCLUSION OF PRESS AND PUBLIC –**

RESOLVED – T H A T under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 4 of Schedule 12A (as amended) of the Act, the relevant paragraphs of the Schedule being referred to in brackets after the minute heading.

**C649 LONGMEADOW COURT SHELTERED HOUSING SCHEME EXTERNAL REFURBISHMENT PROJECT 2021-22 (HBS) (SCRUTINY – HOMES AND SAFE COMMUNITIES) (EXEMPT INFORMATION – PARAGRAPHS 12 AND 14) –**

The report brought to the attention of Cabinet the proposed award of the Longmeadow Court Sheltered Housing Scheme External Refurbishment Project 2021-22.

The report sought delegated authority for the Director of Environment and Housing and the Monitoring Officer / Head of Legal and Democratic Services, in consultation with the Cabinet Member for Housing and Building Services, to accept the most advantageous tender bid and execute the JCT Intermediate Work Contract 2016 with MI-Space (UK) Ltd.

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 award of the contract to MI-Space (UK) Ltd. for the value of £806,637.00 be approved.
- (2) T H A T delegated authority be granted to the Director of Environment and Housing and the Monitoring Officer / Head of Legal and Democratic Services, in consultation with the Cabinet Member for Housing and Building Services, to accept the most advantageous tender.
- (3) T H A T delegated authority be granted to the Director of Environment and Housing and the Monitoring Officer / Head of Legal and Democratic Services to prepare and execute a JCT Intermediate Work Contract 2016 with MI-Space (UK) Ltd.

Reasons for decisions

(1) To comply with the Council's Contract Standing Orders, which require contracts with a value in excess of £300k to be agreed by Cabinet.

(2&3) To accept the most advantageous tender and enable the contract documentation to be finalised with the successful contractor.

**C650 SEVERN AVENUE EXTERNAL AND ENVIRONMENTAL REFURBISHMENT SCHEME 2021-22 (HBS) (SCRUTINY – HOMES AND SAFE COMMUNITIES) (EXEMPT INFORMATION – PARAGRAPHS 12 AND 14) –**

The report brought to the attention of Cabinet the proposed award of the Severn Avenue External and Environmental Refurbishment Scheme 2021-22.

The report sought delegated authority for the Director of Environment and Housing and the Monitoring Officer / Head of Legal and Democratic Services, in consultation with the Cabinet Member for Housing and Building Services, to accept the most advantageous tender bid and execute the JCT Intermediate Work Contract 2016 with MI-Space (UK) Ltd.

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 award of the contract to MI-Space (UK) Ltd. for the value of £1,189,109.21 be approved.

(2) T H A T delegated authority be granted to the Director of Environment and Housing and Monitoring Officer / Head of Legal and Democratic Services in consultation with the Cabinet Member for Housing and Building Services to accept the most advantageous tender and to prepare and execute a JCT intermediate 2016 contract with MI-Space (UK) Ltd.

Reasons for decisions

(1) To comply with the Council's Contract Standing Orders, which require contracts with a value in excess of £300k to be agreed by Cabinet.

(2) To enable the contract documentation to be finalised with the successful contractor.

**C651 LEISURE MANAGEMENT CONTRACT EXTENSION (LAC)  
(SCRUTINY – HEALTHY LIVING AND SOCIAL CARE) (EXEMPT INFORMATION  
– PARAGRAPHS 12 AND 14) –**

Having regard to the Cabinet report considered on 21<sup>st</sup> June, 2021 and subsequent consideration by the Healthy Living and Social Care Scrutiny Committee on the 6<sup>th</sup> July, 2021, a further report was presented to Cabinet for final determination.

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 resolutions of Cabinet on 21<sup>st</sup> June, 2021 as referred in Minute No. C608 be confirmed.
- (2) T H A T the use of the Urgent Decision Procedure as set out in Section 14:14 of the Council's Constitution in order for discussions to be held with Legacy Leisure and the execution of the contract be approved.

Reasons for decisions

- (1) Having regard to resolutions of Cabinet on 21<sup>st</sup> June, 2021, it being noted that there were no comments from the Scrutiny Committee, following the scrutiny of the report, discussions held with Legacy Leisure to date and having regard to the Cabinet decision on 21<sup>st</sup> June that a final report be submitted prior to the recess.
- (2) The reporting of the use of the Urgent Decision Procedure is a requirement of the Council's Constitution.