

**Cardiff Capital Region
Regional Cabinet**

9.25am-11.30am on Monday, 28 June 2021
Hybrid Meeting using Microsoft Teams

Minutes

** Italics indicate attendees were present via Microsoft Teams*

Present

Leaders and Chief Executives

<i>Cllr Nigel Daniels</i>	<i>Leader</i>	<i>Blaenau Gwent CBC</i>
<i>Cllr Philippa Marsden (Vice-Chair)</i>	<i>Leader</i>	<i>Caerphilly CBC</i>
<i>Cllr Huw Thomas (Vice- Chair)</i>	<i>Leader</i>	<i>Cardiff Council</i>
<i>Cllr Lisa Mytton</i>	<i>Councillor</i>	<i>Merthyr Tydfil CBC</i>
<i>Cllr Richard John (Vice- Chair)</i>	<i>Leader</i>	<i>Monmouthshire County Council</i>
<i>Cllr Jane Mudd</i>	<i>Leader</i>	<i>Newport CC</i>
<i>Cllr Andrew Morgan</i>	<i>Leader</i>	<i>Rhondda Cynon Taf CBC</i>
<i>Cllr Anthony Hunt (Chair)</i>	<i>Leader</i>	<i>Torfaen CBC</i>
<i>Cllr Neil Moore</i>	<i>Leader</i>	<i>Vale of Glamorgan Council</i>

Officers

<i>Michelle Morris</i>	<i>Managing Director</i>	<i>Blaenau Gwent County Borough Council</i>
<i>Mark Shephard</i>	<i>Chief Executive</i>	<i>Bridgend CBC</i>
<i>Mark Williams</i>	<i>Corporate Director For Economy And Environment</i>	<i>Caerphilly CBC</i>
<i>Paul Orders</i>	<i>Chief Executive</i>	<i>Cardiff Council</i>
<i>Ellis Cooper</i>	<i>Chief Executive</i>	<i>Merthyr Tydfil CBC</i>
<i>Paul Matthews</i>	<i>Chief Executive</i>	<i>Monmouthshire CC</i>
<i>Beverly Owen</i>	<i>Chief Executive</i>	<i>Newport CC</i>
<i>Chris Bradshaw</i>	<i>Chief Executive</i>	<i>Rhondda Cynon Taf CBC</i>
<i>Rachel Jowitt</i>	<i>Chief Officer</i>	<i>Torfaen CBC</i>
<i>Rob Thomas</i>	<i>Chief Executive</i>	<i>Vale of Glamorgan Council</i>
<i>Kellie Beirne</i>	<i>Director</i>	<i>Office of the CCR</i>
<i>Rhys Thomas</i>	<i>Chief Operating Officer</i>	<i>Office of the CCR</i>
<i>Nicola Somerville</i>	<i>Head of Business Development and Inclusive Growth</i>	<i>Office of the CCR</i>
<i>Rob O'Dwyer</i>	<i>Head of Infrastructure</i>	<i>Office of the CCR</i>
<i>Suzanne Chesterton</i>	<i>Marketing and Communications Lead</i>	<i>Office of the CCR</i>
<i>Nathan Llewellyn</i>	<i>Marketing &</i>	<i>Office of the CCR</i>

Nicola Butler	<i>Communications Officer</i> Business Development & Partnership Officer	Office of the CCR
<i>Liz Fitzgerald</i>	<i>Business Development &</i> <i>Partnership Officer</i>	<i>Office of the CCR</i>
<i>Alison Merrifield</i>		<i>City Deal Office</i>
<i>Anil Hirani</i>	<i>Senior Accountant</i>	<i>CCR Accountable Body</i>
Gareth Gates	Accountant	CCR Accountable Body
Clare Cameron	Project Development Officer - Transport	Office of the Cardiff Capital Region
James Williams	Solicitor	CCR Accountable Body
<i>Chloe Williams</i>	<i>Solicitor</i>	<i>CCR Accountable Body</i>

Presenters

<i>Sara-Jane Byrne</i>	<i>Audit Manager</i>	<i>Audit Wales</i>
<i>Phil Pugh (until 10:09)</i>	<i>Audit Manager</i>	<i>Audit Wales</i>

Observers

<i>Gareth Ashman</i>	<i>Head Of Infrastructure</i>	<i>UK Government</i>
<i>Jenna Dillon</i>	<i>Senior Project Delivery Manager – South East Wales</i>	<i>Welsh Government</i>

Apologies

Cllr Huw David	Leader	Bridgend CBC
Christina Harray	Chief Executive	Caerphilly CBC
Hrjinder Singh	Head of Finance, Risk & Assurance	Office of the CCR

1 Welcome and Apologies

Cllr Hunt opened the meeting and welcomed all attendees to the new hybrid format. Kellie provided guidance and assurance on how the meeting would be conducted to ensure that all Leaders were fully involved in the meeting, whether in person or via Microsoft Teams.

2 Declarations of Interest

- (1) Cllr Andrew Morgan declared an interest in Item 4, Audit Wales Annual Audit Plan 2020/21, because he knows Phil Pugh and his family in a personal capacity.
- (2) Cllr Lisa Mytton declared an interest in Item 11, Report of the Investment Panel: Recommendations Logs and Project Updates, as she had previously been employed by one of the organisations under discussion.
- (3) Beverly Owen declared an interest in Item 12, CSC Foundry Limited – Annual Business Plan and Annual Update Report, as she is currently a Board member of CSC Foundry Limited.

3 Minutes of the Previous Meeting

The minutes of the meeting held on 15 March were agreed as a true and accurate

record of the meeting, subject to the correction of Cllr John's forename in the list of attendance.

4 Wales Audit Office Annual Audit Plan 2020/21

- 1) Phil Pugh introduced the report and summarised the contents. Sara-Jane Byrne added that Audit Wales's fees would rise, because of the additional work required for the CCR's transition to a CJC structure. She was unable to determine at the present time how much the difference would be in relation to the current fees.
- 2) Sara-Jane noted the potential conflict of interest highlighted in paragraph 28 on page 12 of the report. As stated in the report, she did not foresee any issues arising.
- 3) Sara-Jane advised that there had been some staff changes at Audit Wales. Ann-Marie Harkin had been promoted to Executive Director in the Executive Leadership Team. Derwyn Owen had been appointed as Engagement Director.
- 4) Leaders accepted the Audit Plan.

5 2020/21 Draft Statement of Accounts and Draft Annual Governance Statement - Controls, Ratings and Actions

- 1) Christopher introduced the report. He advised that the online inspection of the draft accounts would be available for a four-week period. Regional Cabinet would then be asked to sign the accounts no later than 30 November 2021, whereupon the accounts and Annual Governance Statement (AGS) would be published. A shorter version of the AGS would be available for the next meeting.
- 2) Cllr Hunt obtained individual votes of acceptance from Leaders in the following order: Newport; Monmouthshire; Blaenau Gwent; Vale of Glamorgan; Merthyr Tydfil; Caerphilly; Rhondda Cynon Taf; Cardiff; Torfaen.

Cllr David was not present to vote for Bridgend.

- 1) It was resolved that the CCR Regional Cabinet:
 - (1) noted that the Draft Statement of Accounts for the year ended 31 March 2021 (attached as Appendix 1) had been:
 - i. signed by the Section 151 Officer;
 - ii. provided to Audit Wales to allow them to commence their audit of the statements;
 - iii. will be made available for public inspection for a period of four weeks.
 - (2) noted that the Draft Annual Governance Statement – Controls, Ratings and Actions document (attached as Appendix 2) would be provided to Audit Wales as part of the audit and updated with further comments prior to finalisation.

6 Joint Committee Revenue Budget Final Outturn Position

- 1) Christopher introduced the report. Cllr Marsden queried the matter of recruitment for the CCR office but further discussion would take place during the Briefing later that morning.
- 2) Cllr Hunt obtained individual votes of acceptance from Leaders in the following order: Newport; Monmouthshire; Blaenau Gwent; Vale of Glamorgan; Merthyr Tydfil; Caerphilly; Rhondda Cynon Taf; Cardiff; Torfaen.

Cllr David was not present to vote for Bridgend.

- 1) It was resolved that the CCR Regional Cabinet:
 - (1) noted the final outturn position against the approved Joint Committee Revenue Budget for the year ending 31 March 2021.

7 2020/21 Annual Business Plan - Quarter 4 Performance Report

Appendix 4 to the report is exempt from publication because it contains such information as described in paragraphs 14 (information relating to the financial or business affairs of any particular person) and 21 (public interest test) of sections 4 and 5 of Schedule 12A to the Local Government Act 1972 and in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information

- 1) Kellie introduced the report and advised Leaders that Appendix 3 was in a template that would be adopted for monitoring reports going forward. She confirmed that arrangements for one-to-one meetings with portfolio leads were underway.
- 2) Cllr Thomas noted that there were some capital underspends in the financial information in Appendix 2. Kellie confirmed that it they were mainly related to the Metro Plus and Metro Central capital schemes. In respect of Metro Plus projects were at different stages and progress was subject to local authority impetus. Regarding Metro Central, the business case process was underway and the CCR were working with Transport for Wales around building a proposition.
- 3) Cllr Hunt obtained individual votes of acceptance from Leaders in the following order: Newport; Monmouthshire; Blaenau Gwent; Vale of Glamorgan; Merthyr Tydfil; Caerphilly; Rhondda Cynon Taf; Cardiff; Torfaen.

Cllr David was not present to vote for Bridgend.

- 1) It was resolved that the CCR Regional Cabinet:
 - (1) noted the overall progress at Quarter 4 2020/21 including the budget position reported at Appendix 2;
 - (2) considered and approved the Quarter 4 performance report and authorise the Director of the Cardiff Capital Region City Deal to formally submit the report, including supporting information to both UK and Welsh

Governments, and other stakeholders as required, on behalf of the Regional Cabinet;

- (3) noted the Quarter 4 Programme Monitoring Report at Appendix 3, that sets out the enhanced approach to highlight reports and overall comprehensive programme monitoring on the first tranche of delivery projects.

8 Developing a Framework for Risk Management

Phil Pugh left the meeting at 10:09

- 1) Cllr Marsden wished to note the importance of factoring climate change into risk and welcomed its inclusion in the report. Cllr Hunt agreed and noted an increased awareness that value-for-money and risk were not just relevant to financial matters but also included issues such as raising employment standards and inclusive growth across all communities; an appetite for risk could be used to the benefit of the whole economy.
- 2) Cllr Thomas asked if there was opportunity to align the policy further with the work of individual local authorities across the region. All local authorities had their own climate emergency response plans and Cllr Thomas asked if the Wider Investment Fund could be used to support local authorities who were bringing their own plans forward. Kellie agreed and said that these issues were brought out in the next report on the agenda, the CCR Energy Strategy.
- 3) Cllr Hunt obtained individual votes of acceptance from Leaders in the following order: Newport; Monmouthshire; Blaenau Gwent; Vale of Glamorgan; Merthyr Tydfil; Caerphilly; Rhondda Cynon Taf; Cardiff; Torfaen.

Cllr David was not present to vote for Bridgend.

- 1) It was resolved that the CCR Regional Cabinet:
 - (1) noted the work of AON, CCR Office and wider stakeholders in respect of the recommendations and risk appetite statements to underpin a CCR Core Risk Framework;
 - (2) acknowledged the join-up and integration needed with the emerging CCR Investment Strategy (which will implement the recent IIF Review) findings and further recognises the need to receive and position this work within the transition process for CJC;
 - (3) noted and endorsed the update CCR Risk Register which, as far as possible begins to develop and incorporate key themes and issues identified within the AON work.

9 CCR Energy Strategy - Implementation Priorities 2021/22 and Embracing the Race to Zero

- 1) Kellie introduced the report and highlighted recent regional activity such as the regional planning day held on 16 June and the forthcoming COP26

conference.

- 2) Leaders discussed the item:
 - 1) Cllr Mytton said that the report provided a holistic view of the subject.
 - 2) Cllr John said that local authorities had signed up to recognise the climate change emergency. This indicated the region as being dynamic and progressive.
 - 3) Cllr Mudd sought clarity around proposal and match funding and asked if additional funding or matching existing investments would be the option. Kellie confirmed that the costs did not affect the current financial envelope. Kellie did not have authority to approve anything over and above the envelope; any such excess costs would be presented to the Regional Cabinet for their approval.
 - 4) Cllr Mudd also wished to note the broader opportunities; it was right to focus on the issues but the region should not lose sight of its location and unique natural assets across the geographical area. She noted that the Western Gateway were planning to attend COP26 and would like consideration of how the region could join forces with the UK and Welsh Governments to accelerate change within the region.
 - 5) Cllr Thomas supported Cllr Mudd's points but reiterated the need to build on what the local authorities had already achieved. For example, Cardiff Council had invested significantly in what was required to be a net zero council.
 - 6) Leaders would welcome clarification around likely costings as it was important that they had that awareness; it was important to have clarity and transparency in terms of ongoing financial contributions.
 - 7) Cllr Marsden suggested an extra recommendation should be agreed, to the effect that the CCR would (a) conduct a mapping exercise of current energy projects and (b) report back before any projects came forward with a future indicator of resourcing required. Leaders agreed to the additional recommendation.
- 3) Cllr Hunt obtained individual votes of acceptance from Leaders in the following order: Newport; Monmouthshire; Blaenau Gwent; Vale of Glamorgan; Merthyr Tydfil; Caerphilly; Rhondda Cynon Taf; Cardiff; Torfaen.

Cllr David was not present to vote for Bridgend.

- 4) It was resolved that the CCR Regional Cabinet:
 - (1) re-endorsed the approved CCR Energy Strategy in its current form, attached at Appendix 1;
 - (2) endorsed the established set of objectives outlined in the Implementation Priorities for 2021/22, after which, a more expansive approach and strategy can be solidified and adopted through the proposed CCR Corporate Joint Committee;
 - (3) endorsed the pledge to apply to join the high-profile and symbolic Race to Zero campaign for the Cardiff Capital Region, submitting a full application based on meeting the minimum criteria for November 2021, and making this CCR's key pledge for COP 26;

- (4) agreed to sign the CCR to the Carbon Disclosure Commitment and submitting an application by the deadline date of July 2022 and developing new layers of data capability, accountability and rigour to support the Race to Zero;
- (5) supported the request for a seed fund of £500,000 from the CCRCD Project Development Fund for investment in the activity outlined in para 16 above in respect of the Partnership Agreement with Flexis, building data capability and project team support; and
- (6) provided a mandate to the CCR Director and Programme Board to agree the match funded contributions and external funding opportunities against the seed fund in order to derive co-ordinated regional impact and local support and capacity.

Leaders debated and agreed an additional recommendation:

Additional recommendation:

- (7) the CCR Office would (a) conduct a mapping exercise of current energy projects and (b) report back before any projects came forward with a future indicator of resourcing required.

10 Proposal for MIPIM 2022

- 1) Kellie presented the report and said that attendance at MIPIM in 2022 would be very different to the event in 2019. A small delegation would be sent to showcase the region's networks and the new Investment Prospectus.
- 2) Leaders discussed the item:
 - 1) Regarding travel insurance, Kellie confirmed that there was some collective cover under the Accountable Body for those employed direct but any local authorities who wished to also send an officer delegation would need to utilise their own authority's insurance cover.
 - 2) Cllr Mudd requested clarification on the CCR delegation and Cllr Morgan agreed that Leaders would require rationale for each person's attendance. Kellie said that some CCR officers would attend to manage administration tasks and operation of the region's stand, but any attendance would be communicated to the Regional Cabinet for their approval prior to arrangements being made.
 - 3) Cllr John said the region's attendance should be politically balanced with no party gaining any particular favour over attendance.
 - 4) Cllr Thomas said that given it was the first MIPIM event post-pandemic and post-Brexit, it would be beneficial to the region to have a senior Welsh Government presence. Kellie confirmed that Welsh Government were a platinum sponsor of the region. In addition, the Western Gateway and Swansea Bay City Deal would also be aligned with the CCR delegation.
- 3) Cllr Hunt obtained individual votes of acceptance from Leaders in the following order: Newport; Monmouthshire; Blaenau Gwent; Vale of

Glamorgan; Merthyr Tydfil; Caerphilly; Rhondda Cynon Taf; Cardiff; Torfaen.

Cllr David was not present to vote for Bridgend.

4) It was resolved that the CCR Regional Cabinet:

- (1) agreed CCR's participation at MIPIM 2022, in line with the objectives set out in this report, in collaboration with the Invest in Cardiff Team at Cardiff Council, and in accordance with the business model set out in this report;
- (2) agreed to ring-fence £10,000 of the Project Development Budget to allow the CCR Director discretion to supplement the resources already in place on the basis that attendance at the event will be enhanced and optimised as a result.

11 Report of the Investment Panel: Recommendations Logs and Project Updates

The report and all appendices are exempt from publication because they contain information of the kind described in paragraphs 14 (information relating to the financial or business affairs of any particular person) and 21 (public interest test) of parts 4 and 5 of Schedule 12A to the Local Government Act 1972 and in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information

Pete Davies and Jonathan Davies joined the Microsoft Teams call at 10:58

- 1) Cllr Hunt obtained individual votes of acceptance from Leaders in the following order: Newport; Monmouthshire; Blaenau Gwent; Vale of Glamorgan; Merthyr Tydfil; Caerphilly; Rhondda Cynon Taf; Cardiff; Torfaen.

Cllr David was not present to vote for Bridgend.

- 2) It was resolved that the CCR Regional Cabinet accepted the recommendations of the exempt report.

12 CSC Foundry Limited - Annual Business Plan and Annual Update Report

The report and all appendices are exempt from publication because they contain information of the kind described in paragraphs 14 (information relating to the financial or business affairs of any particular person) and 21 (public interest test) of parts 4 and 5 of Schedule 12A to the Local Government Act 1972 and in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information

- 1) Cllr Hunt obtained individual votes of acceptance from Leaders in the following order: Newport; Monmouthshire; Blaenau Gwent; Vale of Glamorgan; Merthyr Tydfil; Caerphilly; Rhondda Cynon Taf; Cardiff; Torfaen.

Cllr David was not present to vote for Bridgend.

- 2) It was resolved that the CCR Regional Cabinet accepted the recommendations of the exempt report.

Date of Next Meeting: 9.30 am on Monday, 20 September 2021 via Remote Meeting using Microsoft Teams

This document is available in Welsh. / Mae'r ddogfen hon ar gael yn Saesneg.