

CABINET

Minutes of a Hybrid meeting held on 8th February, 2024.

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

The Meeting recording is available [here](#).

Present: Councillor L. Burnett (Chair); Councillors R.M. Birch, B.E. Brooks, G. John, S.D. Perkes, S. Sivagnanam, E. Williams and M.R. Wilson.

Also Present: Councillors A. Asbrey and Dr. I.J. Johnson.

C229 ANNOUNCEMENT –

The Leader welcomed all parties to the meeting of the Vale of Glamorgan Cabinet.

Members and Officers were reminded that the meeting was being livestreamed, recorded and would be uploaded to the Vale of Glamorgan Council's website as soon as practicable after the meeting.

She asked if all participants to ensure that if participating in person in the Chamber that their microphone not be activated and for remote attendees to 'mute' themselves when not speaking to avoid any background noise or feedback when other participants were speaking, and if a participant wished to speak if they could activate their respective request to speak function or use the 'raise hand' function if attending remotely.

Members were asked to ensure that all debate be raised verbally and not via the 'chat' function for the sake of the recording. The 'chat' function could be used to highlight any technical issues and/or to get the attention of the Chair or Democratic Services Officers.

The Leader asked for agreement to move Agenda Item 6 regarding the Pay Policy 2024/25 to the end of the agenda to allow any Senior Officers in attendance to leave the meeting at that point while the matter was discussed, which was agreed.

C230 MINUTES –

RESOLVED – T H A T the minutes of the meetings held on 18th and 25th January, 2024 be approved as a correct record.

C231 DECLARATIONS OF INTEREST –

No declarations of interest were received.

C232 CORPORATE COMPLAINTS ANNUAL REPORT 2022/23 (REF)

The reference from Governance and Audit Committee on 11th December, 2023 was presented.

The Leader said that a number of complaints received were from residents disagreeing with decisions of the Council and it was important to communicate and explain to residents the reasons for those decisions.

The Chair had referred to there being an element of under-reporting and the Leader looked forward to discussing that issue with the Chair at an upcoming meeting.

Having considered the reference, it was subsequently

RESOLVED – T H A T the reference and comments from Governance and Audit Committee on 11th December, 2023 be noted.

Reason for decision

Having regard to the contents of the reference and discussions at the meeting.

C233 CARDIFF BAY ADVISORY COMMITTEE –

The minutes from Cardiff Bay Advisory Committee on 29th November, 2023 was presented.

Councillor Wilson, who had Chaired the meeting, said that interesting discussions had taken place regarding events and concerts that had taken place on the barrage, the Cardiff Half Marathon and Pont y Werin bridge. Further discussions had also taken place regarding the Cardiff Bay Yacht Club Open Cod Competition, water quality management investigations, a presentation received from Natural Resources Wales and the barrage fish pass.

RESOLVED – T H A T the minutes of the Cardiff Bay Advisory Committee held on 29th November, 2023 be noted.

Reason for decision

In noting the minutes.

C234 PAY POLICY 2024/25 (EL/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –

The item had been moved to the end of the agenda to allow any Senior Officers in attendance to leave the meeting while the matter was discussed.

The Leader presented the report, the purpose of which was to ask Cabinet to consider and endorse the Council's annual Pay Policy for 2024/25 prior to its submission to Council for approval.

A typographical error to Recommendation (2) to the report was noted which requested that the Pay Policy report be considered by Full Council on 4th March, 2024, however the date of that meeting had been changed to 6th March, 2024.

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 2024/25 as set out in the report and as incorporated in the revised statement at Appendix A be agreed.

(2) T H A T the Pay Policy be endorsed and referred for consideration by Corporate Performance and Resources Scrutiny Committee on 21st February, 2024 and for final consideration and approval by Council on 6th March, 2024. Should the Scrutiny Committee make no further comments then the Pay Policy would be considered as agreed and therefore referred to Full Council for consideration.

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 2011 and to provide openness and accountability in relation to how the Council rewards its staff.

C235 TIMETABLE OF MEETINGS 2024-2025 (EL/PR) (SCRUTINY – NONE) –

The Leader presented the annual report, the purpose of which was to consider a draft timetable of meetings for the period May 2024 to May 2025.

Steps had been taken to ensure that all the regulatory timescales had been met and that there were no clashes of meetings, the timetable had also been considered by the Senior Leadership Team.

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 2024 - May 2025, as set out in Appendix A to the Report be approved, subject to any future changes in arrangements for meetings deemed appropriate by the Mayor of the Council or the relevant Committee/Meeting Chair.

Reason for decision

To approve / publish a calendar of meetings for the 2024/25 Municipal year.

**C236 HIGHWAY MAINTENANCE INSPECTION REGIME (NBS)
(SCRUTINY – ENVIRONMENT AND REGENERATION) –**

The Cabinet Member presented the report, the purpose of which was to propose changes to the footway and carriageway inspection regime.

Councillor Wilson said that historically inspections had taken place on demand but it was proposed to move to a new regime to assess risk and maximise the health and efficiencies of the highway network, being more proactive than reactive on highways and active travel routes used regularly.

The Leader looked forward to the discussion that would follow at Environment and Regeneration 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 changes to the Council's Highway Network Hierarchy, Inspection Regime and Repair Regime as described in the Report and contained at Appendix 1 be agreed as the basis for the Council's inspection and routine repair of publicly maintainable highway assets from 1st April, 2024.

(2) T H A T the national minimum standard for inspection of CH3 (main and secondary distributor roads, such as Ffordd Y Mileniwm Barry) be adopted, such that the inspections increase from every 6 months to every 3 months.

(3) T H A T the standard of inspecting CH4 (link roads, such as Romily Road Barry or Terra Nova Way Penarth) be adopted and increased from every 6 months to every 3 months.

(4) T H A T the report be referred to Environment and Regeneration Scrutiny Committee for consideration.

(5) T H A T subject to the Scrutiny Committee agreeing the details of the report and making no further comments, Resolutions 1, 2 and 3 be agreed, with the proposed changes coming into effect from 1st April, 2024.

Reasons for decisions

- (1) To agree, subject to the consideration of the Scrutiny Committee, to update the Council's existing Highway Safety Manual 2014 in accordance with the risk-based approach and adopt our improved Highway Maintenance Manual 2024.
- (2) Subject to the views of the Scrutiny Committee, to obtain consistency when inspecting the adopted asset in accordance with the UK Road Liaison Group Code of Practice of "Well Managed Highway Structure" in line with our neighbouring authorities. (<https://content.tfl.gov.uk/well-managed-highway-infrastructure.pdf>)
- (3) To assist in aligning the Council's standard for inspections with neighbouring Authorities and classification of road types.
- (4) To ensure appropriate elected Member involvement.
- (5) To agree the report details with no further recourse to Cabinet necessary, should the Scrutiny Committee be in agreement with the changes proposed.

C237 COWBRIDGE PHYSIC GARDEN – FIELDS IN TRUST STATUS (LSW) (SCRUTINY – HEALTHY LIVING AND SOCIAL CARE) –

The Cabinet Member presented the report, the purpose of which was to seek approval to dedicate Cowbridge Physic Garden as protected green space with Fields in Trust.

Councillor John said that, according to Tripadvisor, the Physic Gardens were the number one visitor attraction in Cowbridge town centre, and it was important to protect the area as open space for future generations.

The Leader said that the Gardens were worth a visit year-round.

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 authority be delegated to the Director of Environment and Housing in consultation with the Cabinet Member for Leisure, Sport and Wellbeing and the Monitoring Officer/Head of Legal and Democratic Services, to dedicate the Physic Garden, Cowbridge under the appropriate Fields in Trust programme with the agreement of the Cowbridge Physic Garden Trust.
- (2) T H A T the Monitoring Officer/Head of Legal and Democratic Services be authorised to complete and execute the required legal documentation for the Fields in Trust dedication.

Reasons for decisions

(1-2) To enable the progression of a formal Deed of dedication for the Physic Garden with Fields in Trust.