

## **CABINET**

Minutes of a Hybrid meeting held on 21<sup>st</sup> March, 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: Councillor Dr. I.J. Johnson

### **C277 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.

### **C278 MINUTES –**

RESOLVED – T H A T the minutes of the meetings held on 29<sup>th</sup> February and 7<sup>th</sup> March, 2024 be approved as a correct record.

### **C279 DECLARATIONS OF INTEREST –**

No declarations of interest were received.

## **C280 REVIEW REPORT – PANEL OF INDEPENDENT MEMBERS OF THE STANDARDS COMMITTEE (REF)**

The reference from Standards Committee on 2<sup>nd</sup> February, 2024 was presented.

The Independent Panel Members made a number of recommendations to be referred to Cabinet, namely:

- DBS checks be applied for within two weeks of Elected Members (and relevant Scrutiny Committee Co-opted Members with voting rights) being appointed to office and/or within two weeks of any renewals being required, and that the candidate handbook be amended accordingly.
- All Elected Members receive Code of Conduct refresher training midway through their elected term of office and be part of the ongoing Member Development.
- It should be a requirement that each Member should undertake any mandatory training within one month of taking office.
- The training should specifically cover the risk of any behaviour occurring in the future which would be in breach of the Code of Conduct.
- Efforts should be made to ensure that 100% of the workforce know of the Whistleblowing Policy, possibly by including it in the induction and refresher packs.

Having considered the reference, it was subsequently

**RESOLVED – T H A T** the recommendations proposed from Standards Committee on 2<sup>nd</sup> February, 2024 be agreed to ensure that all Members were 100% compliant in terms of DBS Checks and adherence to the Code of Conduct.

### Reason for decision

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

## **C281 CORPORATE RISK REGISTER QUARTER 2 UPDATE (REF)**

The reference from Governance and Audit Committee on 5<sup>th</sup> February, 2024 was presented, however the Leader referred to the fact that there had been a subsequent review of the Corporate Risk Register at Quarter 3 which would be coming to Cabinet as a reference shortly.

Discussion took place as to whether or not ‘Brexit’ and ‘Covid-19’ were still relevant corporate risks, however the Leader said that the impact of both those issues was still having an effect on the Council and covered further in the Quarter 3 update. There would also be a further complete review of the Risk Register for the new year.

Having considered the reference, it was subsequently

RESOLVED – T H A T the recommendations proposed from Governance and Audit Committee on 5<sup>th</sup> February, 2024 be agreed and would be discussed further as part of the Quarter 3 discussions and review of the Risk Register for the new year.

Reason for decision

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

**C282 Q3 UPDATE: AUDIT WALES WORK PROGRAMME TIMETABLE 2023/24 - VALE OF GLAMORGAN COUNCIL (REF)**

The reference from Governance and Audit Committee on 5<sup>th</sup> February, 2024 was presented to present to Members the Q3 update of Audit Wales's work programme timetable as aligned to the Vale of Glamorgan Annual Audit Plan 2023/24.

Committee considered the Fire and Rescue Service and stated that the Council should have input into any review of that service. The Leader said that the Welsh Local Government Association were working with the commissioners that had been appointed on 6<sup>th</sup> February, 2024 and the Council would be working with them going forward.

Having considered the reference, it was subsequently

RESOLVED – T H A T the reference from Governance and Audit Committee on 5<sup>th</sup> February, 2024 be noted.

Reason for decision

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

**C283 HOMELESSNESS – RAPID REHOUSING PLAN UPDATE (REF)**

The reference from Homes and Safe Communities Scrutiny Committee on 7<sup>th</sup> February, 2024 was presented.

The Leader said it was a difficult situation faced by Councils nationally, with 11,000 people in Wales in temporary accommodation. There was discussion at the meeting concerning the prevention of eviction homelessness and the Council continued to work in that area, as well as access to privately rented accommodation being only part of the solution to the housing crisis.

The Committee noted the current service pressures arising from homelessness and the steps being taken to reduce the use of temporary accommodation. The Leader said that the Council continued to work to reduce such use by building more homes, with more than 200 homes currently being built. Committee also called for the Council to lobby UK Government to increase the Local Housing Allowance rate to ensure private rents were affordable.

Councillor Perkes clarified that there were 200 plus homes being built over the next year with an ongoing forward work programme to provide more in the future also.

Having considered the reference, it was subsequently

RESOLVED – T H A T the Committee be thanked for their comments and the reference from Homes and Safe Communities Scrutiny Committee on 7<sup>th</sup> February, be noted.

Reason for decision

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

**C284 SHARED REGULATORY SERVICES JOINT COMMITTEE –**

The minutes of the Shared Regulatory Services (SRS) Committee held on 31<sup>st</sup> January, 2024 were presented.

Items discussed at the meeting included the Audit of the 2022-23 Shared Regulatory Services Financial Statements and the Shared Regulatory Services Draft Budget Proposal 2024-25 which were both approved by the three Local Authorities.

Councillor Sivagnanam thanked the SRS staff who continued to work under difficult circumstances within the available resources and with increased work pressures.

RESOLVED – T H A T the minutes of the Shared Regulatory Services Committee held on 31<sup>st</sup> January, 2024 be noted.

Reason for decision

In noting the minutes.

**C285 STRATEGIC COLLABORATIVE WORKING INITIATIVES UPDATE (EL/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –**

The Leader presented the report, the purpose of which was to provide an update for Cabinet on the Council's strategic collaborative working initiatives.

The report was a 6-monthly update on collaborative working arrangements and the Leader referred to the large number of partners that the Council was working with, and Cabinet Members worked closely with several of them. Updates on arrangements being entered into were contained in paragraphs 2.2 onwards of the report and the Leader referred to the new partnership in Barry with a report to Cabinet to come forward later.

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 strategic collaborative working initiatives that were in place to support the delivery and development of Council services and the Council's well-being outcomes and objectives be endorsed.

Reason for decision

To provide Cabinet with an update of strategic collaborative working initiatives.

**C286 GRANT AWARD AND LICENCE EXTENSION TO COWBRIDGE CHARTER TRUST 2024/25 TO 2028/29 (EL/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –**

The Leader presented the report, the purpose of which was to seek Cabinet's approval for the awarding of a grant from the 2024/25, 2025/26, 2026/27, 2027/28 and 2028/29 corporate revenue budgets and the award of a corresponding licence for the Cowbridge Town Wall for the period 1st April 2024 to 31st March 2029.

The Leader said that Cowbridge Charter Trust were an organisation that cared passionately about their town and had worked with the Council previously to administer the work to return the town wall to a 'safe and attractive condition', with the result being a phenomenal piece of work. The report proposed continuing that partnership over the coming years. The Leader gave personal thanks to the Trust for their exceptional 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 a grant be awarded to Cowbridge Charter Trust Charitable Incorporated Organisation (CIO) of £1,500 per annum for 2024/25, 2025/26, 2026/27, 2027/28 and 2028/29 and a corresponding licence be entered into for the period.

(2) T H A T the Monitoring Officer/Head of Legal and Democratic Services be granted delegated authority 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.

Reasons for decisions

(1) To enable maintenance works to be carried out to the Cowbridge Town Wall by Cowbridge Charter Trust CIO (CCT).

(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.

**C287 REGIONAL INTERNAL AUDIT SHARED SERVICES (RIASS) PARTNERSHIP 2024 (EL/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –**

The Leader presented the report, the purpose of which was to provide Members of Cabinet with a position statement on the renewal of the Regional Internal Audit Shared Services (RIASS) partnership arrangement from April 2024 and to allow new partners to join.

The Leader referred to Agenda Items 18 and 19 which were a reference and report on the same that would be considered later on the agenda under Part II.

S151 Officers from other South Wales Unitary Authorities had expressed an interest in joining the RIASS during 2024/25 and there would be an update to Cabinet once those discussions had moved forward.

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 approved, and that the Vale of Glamorgan Council would continue to host the Regional Internal Audit Shared Service (RIASS) arrangement and enter into a continual Partnership Agreement with a formal review process built in.

(2) T H A T approval be granted for additional partners to join the RIASS as equal partners subject to RIASS Board approval, where the Vale of Glamorgan Council would be the employer of all staff within the service.

(3) T H A T the matters set out in paragraphs 2.3 and 2.4 of the report with reference to Appendix 1 be considered under a further report on Part II of the agenda.

Reasons for decisions

(1) To support the continuation of the status of the RIASS hosted by the Vale of Glamorgan and its Partnership Agreement.

(2) To allow the RAISS Board to achieve its objectives.

(3) To enable debate incorporating commercially sensitive information.

**C288 SCHOOL ADMISSION ARRANGEMENTS 2025/26 (EAWL)  
(SCRUTINY – LEARNING AND CULTURE) –**

The Cabinet Member presented the report, the purpose of which was to advise Cabinet of the outcome of the consultation exercise undertaken on school admission arrangements for Community Schools in accordance with the Education (Determination of Admission Arrangements) (Wales) Regulations 2006.

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 and other appendices included as part of the report be noted.
- (2) T H A T the School Admissions Policy at Appendix A be approved.

Reasons for decisions

- (1) Having regard to the contents of the report and discussions at the meeting.
- (2) The Council was required to review and consult on school admissions annually and to report on the outcome of the consultation and any proposals which arose from it.

**C289 REVIEW OF THE COUNCIL'S 2021 RESIDENTIAL PARKING PERMIT  
SCHEMES (NBS) (SCRUTINY – ENVIRONMENT AND REGENERATION) –**

The Cabinet Member presented the report, the purpose of which was to review, and where necessary, propose amendments to the 2021 residential parking permit schemes implemented at Cosmeston, Cowbridge, Barry Island, the Knap and Ogmore by Sea.

Councillor Wilson said that feedback had been received from residents during the review:

- There had been very few complaints about the scheme in Cowbridge, therefore it was proposed to keep the current scheme.
- Automatic Number Plate Recognition would be introduced at Cosmeston therefore it was proposed to keep the current scheme.
- There would be changes to the scheme at Barry Island that were described in the report and Recommendation (1).
- There was one change to the scheme at The Knap for residents living at Glan Hafren who wanted to be incorporated into the scheme that was described in the report and Recommendation (2).

- There had been good feedback at Ogmore by Sea and additional signage was being considered for Seaview Drive.

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 delegated authority be granted in principle to the Director of Environment and Housing in consultation with the Cabinet Member for Neighbourhood and Building Services, to re-design and consult on a revised Residential Parking Permit Scheme for Barry Island to include simplified zones, more limited waiting areas for visitors and white lining to delineate the residential parking zones.

(2) T H A T delegated authority be granted in principle to the Director of Environment and Housing in consultation with the Cabinet Member for Neighbourhood and Building Services, to amend the Residential Parking Permit Scheme for the Knap to include the flats at Glan Hafren (Appendix B to the report refers).

(3) T H A T a further report be received by Cabinet, before August 2024, outlining the proposals for the recovery of costs for Residential Parking Permits.

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

(5) T H A T should no further comments be received from the Environment and Regeneration Scrutiny Committee, Resolutions (1), (2) and (3) would be considered as agreed.

#### Reasons for decisions

(1) To allow a redesign of the Barry Island Residential Parking Permit Scheme to address concerns raised by both residents and visitors.

(2) To include the flats at Glan Hafren into the Knap Residential Parking Permit Scheme.

(3) To outline the proposals for the recovery of costs for Residential Parking Permits.

(4) To allow Scrutiny to consider the report and make recommendations as necessary.

(5) To move prompt progress on all matters should the relevant Scrutiny Committee be in agreement.

**C290 UPDATE REPORT: HOUSEHOLD WASTE RECYCLING CENTRES (NBS) (SCRUTINY – ENVIRONMENT AND REGENERATION) –**

The Cabinet Member presented the report, the purpose of which was to provide a performance update for the Council's Household Waste Recycling Centres and to seek approval to extend the lease and improve the access road leading to the Llandow site.

Councillor Wilson referred to Table 2 on page 5 of the report that provided a breakdown of material disposed and recycled at each site and the waste diversion performance which showed there was a need to increase the amount of recycled materials being processed and reduce the amount of residual waste.

The booking system had proven very popular with residents with a total of over 200,000 bookings made at the two sites during 2023, as it limited waiting times especially on weekends and bank holidays. Additionally, the software system now accepted real time bookings, and allowed for appointments to be made instantly and for the same day, subject to availability.

Some residents had found access to the site at Llandow difficult, and funding had been allocated to improve the road surfacing on the private road and make access to the skips more accessible on the site itself.

Councillor John said it was good news for the residents of Llandow and he was pleased that agreement had been made with the owner under the site lease arrangements.

The Leader said there were stringent regulations for sites of this nature and the issue of spending public money on private property and that had to be a publicly made decision after passing the associated public interest test.

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 Llandow Household Waste Recycling Centre (HWRC) lease be approved in principle to be extended for a further 5-years to include a break clause at 3 years should suitable alternative land for relocating the site, become available.

(2) T H A T the current recycling performance of both Household Waste Recycling Centres be noted.

(3) T H A T the proposed repair of the access road leading to the Council's HWRC, Llandow as detailed at Appendix A to the report be approved in principle.

(4) T H A T the report and appendices be referred to Environment and Regeneration Scrutiny Committee for its consideration, with any views and recommendations to be referred back to Cabinet for consideration.

(5) T H A T the resolutions above be considered as approved should no views to the contrary be expressed by the Environment and Regeneration Scrutiny Committee.

#### Reasons for decisions

(1) To ensure there was a sufficient provision in the Western Vale and to ensure continuity of service was provided.

(2) To ensure Members were updated in respect of the current performance of the two Recycling Centres.

(3) To improve and ensure the Llandow HWRC site access road remains accessible to Western Vale residents.

(4) To provide the Environment and Regeneration Scrutiny Committee with an opportunity to consider the details of the report.

(5) To enable the service area to prepare to make the necessary service changes as promptly as possible.

#### **C291 PROCUREMENT FOR THE SUPPLYING AND FITTING OF TYRES TO COUNCIL FLEET (NBS) (ENVIRONMENT AND REGENERATION) –**

The Cabinet Member presented the report, the purpose of which was to obtain approval to tender and award a contract for the Supplying and Fitting of Tyres to Council fleet.

Successful candidates from the tender exercise would be evaluated based on two elements, 60% price and 40% quality, to service the need for strong and reliable tyres for Council fleet vehicles.

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 tender process outlined in the report, facilitating the award of a 'Supply and Fit of Tyres' contract to the successful supplier(s) from 1st May 2024 until 30th April 2026, with an optional extension for up to two years, subject to mutual agreement, be approved.

(2) T H A T delegated authority be granted to the Head of Neighbourhood Services and Transport in consultation with the Cabinet Member for Neighbourhood and Building Services, to award the contract to the successful supplier(s).

(3) T H A T the Monitoring Officer/Head of Legal Services be given authority to execute and complete the contract (and any other requisite legal documents connected with the contract) with the chosen supplier(s).

#### Reasons for decisions

(1) To secure best value for the Council in tyre procurement.

(2) To guarantee uninterrupted service provision for the Council fleet's operational needs.

(3) To establish a legally binding contract between the Council and the selected supplier(s).

### **C292 STRATEGIC EQUALITY PLAN 2024-25 (CEERS) (SCRUTINY – LEARNING AND CULTURE) –**

The Cabinet Member presented the report, the purpose of which was to seek Cabinet approval of updated Strategic Equality Plan for the period 2024-25.

Councillor Sivagnanam said that Cabinet had previously agreed to keep the equality objectives of the Strategic Equality Plan 2020 – 2024 for another year so a detailed review of recently published research and information could be undertaken and to develop a new set alongside the development of the Council's corporate wellbeing objectives for 2025 – 2030.

The Council undertook engagement with key stakeholders and there was support for maintaining the current objectives for a further year and those consulted were supportive of the Strategic Equality Plan.

Councillor Sivagnanam said she was proud to be part of a Council that followed equality law and sought to engage with communities without discrimination, with equality being part of all Council policies to ensure that all Council services were fair, equitable and accessible to all citizens of the Vale of Glamorgan who would be treated with dignity and respect.

Some of the further information to be considered would be from the Equality and Human Rights Commission report 'Is Wales Fairer' as well as the Council's own 'Let's Talk About Life in the Vale' survey, as well as working with those with protected characteristics and groups that advocate for them to understand local context and national trends.

The Leader said that it was good to bring the Strategic Equality Plan in line with the Corporate Plan.

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 revised Strategic Equality Plan 2024 - 2025 be approved (as contained in Appendix A to the report) and the Equality Impact Assessment (contained in Appendix B to the report) be noted.

(2) T H A T the Urgent Decision procedure as set out in Section 15.14 of the Council's Constitution be approved so that the revised Strategic Equality Plan could be published by 31<sup>st</sup> March 2024 (four years after publication of the last Strategic Equality Plan 2020 – 2024).

Reasons for decisions

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

(2) To meet the obligation to review the Council's equality objectives no less than every four years.

**C293 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 item of business on the grounds that it involves 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.

**C294 REGIONAL INTERNAL AUDIT SHARED SERVICES (RIASS) PARTNERSHIP 2024 (REF) (EXEMPT INFORMATION – PARAGRAPH 14) –**

The reference from Governance and Audit Committee on 11th March, 2024 was presented.

The Committee recommended to Cabinet that the Vale of Glamorgan Council should continue hosting the Shared Service arrangement and that the Council enter into a continual Partnership Agreement with a formal review process built in.

Having considered the reference, it was subsequently

RESOLVED – T H A T the reference from Governance and Audit Committee on 11<sup>th</sup> March, 2024 be noted and considered along with the associated Part I and Part II reports on the meeting agenda.

Reason for decision

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

**C295 REGIONAL INTERNAL AUDIT SHARED SERVICES (RIASS) PARTNERSHIP 2024 (EL/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) (EXEMPT INFORMATION – PARAGRAPH 14) –**

The Leader presented the report, the purpose of which was to provide members of Cabinet with a position statement on the renewal of the Regional Internal Audit Shared Services (RIASS) Partnership Agreement from April 2024 and to allow new partners to join.

The Leader referred to the associated Part I report and Part II reference on the matter and referred Cabinet to the matters set out in paragraphs 2.3 and 2.4 of the Part II report with reference to Appendix 1.

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 approved, and that the Vale of Glamorgan Council would continue to host the Regional Internal Audit Shared Service (RIASS) arrangement and enter into a continual Partnership Agreement with a formal review process built in.

(2) T H A T approval be granted for additional partners to join the RIASS as equal partners subject to RIASS Board approval, where the Vale of Glamorgan Council would be the employer of all staff within the service.

Reasons for decisions

(1) To enable the continuation of the status of RIASS hosted by the Vale of Glamorgan and its Partnership Agreement.

(2) To allow the RAISS Board to achieve its objectives.