

CABINET

Minutes of a Hybrid meeting held on 19th June, 2025.

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

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

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

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

C19 ANNOUNCEMENT –

The Deputy Leader commenced by advising of some housekeeping issues and advised 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.

C20 APOLOGIES FOR ABSENCE –

These were received from Councillors L. Burnett and S.D. Perkes.

C21 MINUTES –

RESOLVED – T H A T the minutes of the meeting held on 5th June, 2025 be approved as a correct record.

C22 DECLARATIONS OF INTEREST –

Councillor Wilson declared a personal and prejudicial interest in relation to Agenda Item 4 - Appointment of Local Authority Governors Advisory Panel. Councillor Wilson was one of the candidates nominated within the report with recommendations for Cabinet consideration. Advice had been sought from the Monitoring Officer and Councillor Wilson advised he would leave the room during the discussion of the agenda item.

With regards agenda item 7 – Placemaking Plans – it was advised that Cabinet Members connected to the areas under discussion within the report had dispensation to speak and vote at meetings of both Town Council and the Vale of Glamorgan Council on the Reshaping programme.

Item 7 – Placemaking Plans - was very much a part of the Reshaping agenda, working with communities co-commissioning, and co-production to design solutions for Towns as part of the government's regeneration agenda.

The Monitoring Officer, having reflected on the nature of the agenda item in the context of the Reshaping agenda, was satisfied that the Members affected could rely on the dispensation which was granted by the Standards Committee.

C23 LOCAL AUTHORITY GOVERNORS ADVISORY PANEL –

The minutes of the Local Authority Governors Advisory Panel meeting held on 11th June, 2025 were presented.

Councillor Wilson left the room during the discussion of the agenda item and returned on its conclusion.

Councillor Birch said there had been a good number of applications and the Panel were pleased to be able to consider filling most of the available vacancies. Councillor Birch had excused herself from the Panel meeting during two applications from Councillor Mark Wilson which, along with the other nominations, were subsequently passed.

RESOLVED –

(1) T H A T the minutes of the Local Authority Governors Advisory Panel meeting held on 11th June, 2025 be noted.

(2) T H A T the following appointments be made to the schools as set out below:

School	No. of Vacancies	Appointment
Albert Primary	1	H. Southam
All Saints CiW Primary	1	None – remains vacant currently.
Barry Island Primary	1	J. Evans
Cadoxton Primary	1	W. Thomas
Cogan Primary	1	P. Salt
Colcot Primary	1	Cllr. M. Wilkinson
Cowbridge School	1	K. Kennedy
Dinas Powys Primary	2	G. Watkins E. Williams
Fairfield Primary	2	Cllr. M. Wilson S. Saif
Gladstone Primary	1	J. Evans
Holton Primary	1	M. Booker-Southard
Llandough Primary	2	L. Misra M. Stanyard Jones
Llantwit Major School	2	D. Mulvey M. Jones
Pencoedtre and Whitmore High Schools – New Federated Governing Body	4	M. Griffiths C. Tyley M. Dacey Cllr. E. Goodjohn

Peterston Super Ely CiW Primary	1	L. Cross
Romilly Primary	1	S. Williams
South Point Primary	2	G. Kemp J. Davies
St Brides Major CiW Primary	1	L. Sibieta
St Richard Gwyn Comprehensive	1	S. Harries
Sully Primary	1	M. Sullivan
Victoria Primary	1	Cllr. M. Wilson
Y Bont Faen Primary	1	C. Thomas
Ysgol Gymraeg Bro Morganwg	1	Cllr. Steffan William
Ysgol Dewi Sant	1	M. Narusberg
Ysgol Sant Curig	1	C. Dechamps
Ysgol Gwaun y Nant	1	K. Williams
Ysgol y Deri	2	K. Pile R. Whittle

(3) T H A T Vale of Glamorgan Councillors representing wards in Barry be considered for the vacant position at All Saints CiW Primary School, with the Panel then being consulted for their approval of applicants identified.

Reasons for decisions

- (1) In noting the minutes.
- (2) To endorse the appointments to be made to the schools.
- (3) With the aim of appointing to this position in a timely manner, and to avoid a prolonged period of vacancy.

C24 CABINET ANNUAL STRATEGIC FORWARD WORK PROGRAMME JUNE 2025 TO APRIL 2026 AND CABINET QUARTERLY WORK PROGRAMMES – JANUARY TO MARCH 2025 AND APRIL TO JUNE 2025 (EL/PR) (SCRUTINY - NO RELEVANT SCRUTINY) –

The Deputy Leader presented the report to inform Members of the Annual Strategic Forward Work Programme of the Cabinet / Council for the period June 2025 to April 2026, to inform Members of the progress to date in respect of Cabinet Quarterly Work Programmes for the periods January to March 2025 and April to June 2025.

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 Annual Strategic Work Programme attached at Appendix 1 for the period June 2025 to April 2026 be approved and published on the Council's website.

(2) T H A T the updates to the Cabinet Quarterly Work Programmes for January to March and April to June 2025 attached at Appendices 2 and 3 be endorsed.

Reasons for decisions

(1) To comply with the requirements of the Local Government Act 2000, subordinate legislation and the Council's Constitution in setting annual work programmes.

(2) To monitor progress.

C25 Q4 SICKNESS ABSENCE REPORT 2024/2025 (EL/PR) (SCRUTINY – RESOURCES) –

The Deputy Leader presented the report to update Members of the Cabinet on the sickness absence statistics for 1st April, 2024 to 31st March, 2025.

Paragraphs 6.1 to 6.3 of the report referred to feedback received from the Scrutiny Committee to reduce the 'Other' reason selected for sickness. A review had been completed and the 'Other' reason had now moved from the first reason to the eighth for 2024/25 data. The new Sickness reasons had been introduced on Oracle Fusion from 1st April, 2025 following discussions made at Scrutiny Committee, which would improve the reporting of sickness absence across the Council and Schools.

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 the April 2024 to March 2025 sickness absence figures provided in Appendix A be noted.

(2) T H A T the report be referred to the Resources Scrutiny Committee for consideration, with any recommendations referred back to Cabinet for further consideration.

Reasons for decisions

(1) To bring matters to the attention of Members of the Cabinet in line with corporate objectives.

(2) To enable the Scrutiny Committee to maintain a continued focus on the management of sickness absence throughout all services of the Council and to make recommendations to Cabinet, as appropriate.

C26 PLACEMAKING PLANS (DL/SP) (SCRUTINY – PLACE) –

The Deputy Leader presented the report to seek Cabinet approval for the final versions of the Placemaking Plans for Cowbridge, Llantwit Major and Penarth.

A fourth Placemaking Plan for Barry was still in development and will come to Cabinet for approval in quarter 2. While each town had a distinct identity and focus, all three plans promoted integrated, people-centred approaches to place development that would support local resilience, wellbeing, and economic vitality.

The approach taken in the Vale of Glamorgan had ensured that meaningful community engagement and consultation had taken place over a longer period of time to ensure that solutions met the needs of the town and its residents, in consultation with Town Councils.

All plans were living documents that would continue to evolve. Placemaking was a way of working and those plans offered a starting point for discussion, project development and greater community involvement. Place Boards would help evolve work as it moved forward.

Councillor Williams highlighted that the community had driven the Plans. In Llantwit Major it involved several organisations across a number of areas including sports, social and youth who had questionnaires and events within the town for people to contribute. Some of the proposals were aspirational but it was important to see what was possible, depending on available funding. A lot of work had been done which did identify specific town identity and uniqueness, and there was local support for the Plan that had been produced for Llantwit Major.

Councillor Sivagnanam said it had been an opportunity for the Council to work with communities within Penarth, Penarth Town Council, various groups and individuals. It was a living document that would continue to be discussed into the future. There were aspirational matters for Penarth for further discussion and projects identified that communities themselves may be interested in taking forward with Council support. Councillor Sivagnanam thanked everyone who had participated in the Placemaking Plan for Penarth which had been a good start to the conversation.

Councillor Wilson agreed it was a living document which would change and evolve. Some aspects in the Plan were not within direct Council control or responsibility, but the Council would work with partner organisations as they were matters that were important to the community. The Plans belonged to the towns, with the Council acting as a catalyst.

The Deputy Leader proposed an amendment to Recommendation (3) to include reference to the Plans being a starting point for discussion, project development and greater community involvement, which was agreed.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein and the amendment to Recommendation (3),

RESOLVED –

- (1) T H A T the Placemaking Plans for Cowbridge, Llantwit Major and Penarth as set out in Appendices A–C respectively be approved.
- (2) T H A T delegated authority be granted to the Director of Place, in consultation with the Deputy Leader and Cabinet Member for Sustainable Places, to make minor amendments as required for formatting, clarity or alignment with funding opportunities or policy.
- (3) T H A T the Placemaking Plans were used as strategic tools to guide investment, partnership working and funding bids in each town as a starting point for discussion, project development and greater community involvement.

Reasons for decisions

- (1) To access Welsh Government support via the Transforming Towns Programme and embed placemaking as a core principle in delivering regeneration that was inclusive, environmentally responsible and locally led.
- (2) To enable officers to update the documents efficiently in response to emerging needs or opportunities.
- (3) To maximise the ability to effectively target funding and coordinate cross-sector action to support the vitality of our towns.

C27 MOVING TRAFFIC CONTRAVENTIONS (NBS) (SCRUTINY – PLACE) –

The Cabinet Member presented the report to seek Council approval to apply for moving traffic contravention powers from Welsh Government.

Councillor Wilson said that the Vale of Glamorgan Council had secured £242,716 from the Welsh Government's Safe Routes in Communities (SRiC) grant to expand its School Streets initiative, helping make travel to and from school safer for pupils, families and the wider community.

Dryden Road in Penarth, which was adjacent to Fairfield Primary School, had a trial of a timed school street closure which had been very successful. The scheme restricted vehicle access around schools during key drop-off and pick-up times, encouraging walking, cycling and scooting. Schools had to develop an Active Travel School Plan (ATSP) if they wished to be considered for further trials, and 20 of the 53 schools in the Vale of Glamorgan had completed that step, supported by Sustrans Cymru.

In addition to School Streets, the Council was working to tackle moving traffic offences, such as illegal turns, one-way violations, and misuse of bus lanes, across the Vale of Glamorgan. A second Camera Enforcement Vehicle (CEV) was being

procured, alongside new mobile Automatic Number Plate Recognition (ANPR) cameras, allowing for broader and more consistent enforcement.

Recent surveys revealed high levels of illegal vehicle use in designated bus lanes, with over 1,000 unauthorised vehicles detected in just four days at one location in Wenvoe, highlighting the need for stronger enforcement.

The Council was applying for powers from Welsh Government to enforce moving traffic offences directly. If approved, Cardiff Council would manage the administration on behalf of the Vale of Glamorgan, streamlining processes and reducing costs.

All revenue generated through Penalty Charge Notices (PCNs) would be reinvested into local highway and transport improvements, helping to create safer, more accessible streets for everyone.

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 proposal to apply for moving traffic contravention powers to Welsh Government to assist with the implementation of school streets and other associated moving traffic offences, throughout the Vale of Glamorgan, be approved.
- (2) T H A T implementation of enforcement of moving traffic offences across the Vale of Glamorgan, as necessary, be agreed.
- (3) T H A T the expansion of school street schemes across the Vale of Glamorgan be agreed.
- (4) That deleted authority be granted the Head of Neighbourhood Services and the Cabinet Member for Neighbourhood Services and Housing for future schemes at locations to be determined.

Reasons for decisions

- (1) To enable the enforcement of moving traffic contraventions which would assist with the long-term implementation of school street closures, as well as other moving traffic offences.
- (2) To be able to install camera systems for the purpose of monitoring and enforcing moving traffic offences at locations across the Vale of Glamorgan.
- (3) To ensure that school streets area were safe and secure environments during school times.
- (4) To implement the enforcement of moving traffic offences at locations to be determined.

C28 HOUSING PAS2035 (PUBLICLY AVAILABLE SPECIFICATION 2035 – A FRAMEWORK FOR MANAGING ENERGY RETROFIT PROJECTS IN DOMESTIC BUILDINGS), REFURBISHMENT PROJECT (PSHTE) (SCRUTINY – PLACE) –

The Deputy Leader presented the report to advise of the contract arrangements Housing PAS2035 Refurbishment Project.

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 be noted, with a view to taking decisions on the award of the contract detailed within the Part II report later on the agenda.

Reason for decision

To advise of the current position with this particular contract.

C29 HOUSING IHP PHASE 2 - SOLAR PV INSTALLATION SCHEME 2025/26 (PSHTE) (SCRUTINY– PLACE) –

The Deputy Leader presented the report to advise Cabinet of the tender and contract process for the Housing IHP Phase 2 - Solar PV Installation Scheme 2025/26.

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 be noted, with a view to taking decisions on the award of the contract detailed within the Part II report later on the agenda.

Reason for decision

To advise of the current position with this particular contract.

C30 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.

C31 HOUSING PAS2035 (PUBLICLY AVAILABLE SPECIFICATION 2035 – A FRAMEWORK FOR MANAGING ENERGY RETROFIT PROJECTS IN DOMESTIC BUILDINGS), REFURBISHMENT PROJECT (PSHTE) EXEMPT INFORMATION – PARAGRAPHS 12, 14 AND 12A (SCRUTINY – PLACE) –

The Deputy Leader presented the report to request Cabinet approval to accept the most advantageous tender and delegated authority to execute the contract for the Housing PAS2035 Refurbishment Project.

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 Housing PAS2035 Retrofit Project 2025/26 contract to LCB Holdings Group Ltd be approved.

(2) T H A T delegated authority be granted to the Director of Environment and Housing Services and Monitoring Officer/Head of Legal and Democratic Services, in consultation with the Cabinet Member for Public Sector Housing and Tenant Engagement to prepare and execute a JCT Intermediate Contract 2016 with LCB Holdings Group Ltd.

Reasons for decisions

(1) To comply with the Council's Contract Standing Orders, which required 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.

C32 HOUSING IHP PHASE 2 - SOLAR PV INSTALLATION SCHEME 2025/26 (PSHTE) EXEMPT INFORMATION – PARAGRAPH 12 (SCRUTINY – PLACE) –

The Deputy Leader presented the report to request Cabinet approval for delegated authority to accept the most advantageous tender and execute the contract for the Housing IHP Phase 2 - Solar PV Installation Scheme 2025/26.

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 Housing IHP Phase 2 - Solar PV Installation Scheme 2025/26 contract to Greenlands Heating Ltd. be approved.

(2) T H A T delegated authority be granted to the Director of Environment and using Services and Monitoring Officer/Head of Legal and Democratic Services, in consultation with the Cabinet Member for Public Sector Housing and Tenant Engagement to prepare and execute a JCT Intermediate Contract 2016 with Greenlands Heating Ltd.

Reasons for decisions

(1) To comply with the Council's Contract Standing Orders, which required 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.