

CABINET

Minutes of a Hybrid meeting held on 26th March 2026.

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

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

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

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

C235 ANNOUNCEMENT –

The 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.

C236 APOLOGY FOR ABSENCE –

This was received from Councillor B.E. Brooks.

C237 MINUTES –

RESOLVED – T H A T the minutes of the meeting held on 12th March 2026 be approved as a correct record.

C238 DECLARATIONS OF INTEREST –

No declarations of interest were received.

C239 CORPORATE COMPLAINTS – SUPPORTING SERVICE IMPROVEMENT (REF) –

The reference from Governance and Audit Committee dated 23rd February 2026 was presented.

Committee had a detailed discussion and endorsed the findings of the Audit Wales review and referred the matter to Cabinet for oversight and endorsement of the proposed Council actions (Appendix B to the report) and to address the recommendations. The Leader said that proposed actions were actions for the Council and would therefore be taken forward.

RESOLVED – T H A T Governance and Audit Committee be thanked for their consideration of the matter which was noted.

Reason for decision

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

C240 CORPORATE COMPLAINTS ANNUAL REPORT (REF) –

The reference from Governance and Audit Committee dated 23rd February 2026 was presented.

The reference detailed the discussions held at the meeting and Committee noted the contents of the Report and Appendix A as well as agreed to receive an annual update regarding Corporate Complaints and Compliments.

Committee referred the report and comments of the Committee to Cabinet for consideration and felt it was important for the Council to take on board the lessons learned from the complaints and service improvement processes (including examples of service improvement from relevant departments such as Social Services), and to ensure the relevant learning and findings were taken forward in terms of further staff training, information sharing across Council departments, etc.

The Leader said that the report had already been discussed by the Strategic Leadership Team to address those points.

RESOLVED – T H A T Governance and Audit Committee be thanked for their consideration of the matter which was noted.

Reason for decision

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

C241 CORPORATE RISK: QUARTER 3 UPDATE (REF) –

The reference from Governance and Audit Committee dated 23rd February 2026 was presented.

Committee noted both the Senior Leadership Team's consideration of the responses to the Governance and Audit Committee's comments for Quarter 2 and the Quarter 3 position of corporate risks. They further resolved to receive a report on the risk and governance aspects around the regeneration schemes be provided to Committee at its meeting in June, to which the Leader added that Cabinet received regular updates on such schemes alongside schemes that were not included on the risk register. It was important that information was available to Members and consideration would be given what was the most appropriate route through the Council for information to be provided to Members, alongside existing Member updates that were provided online.

Councillor E. Goodjohn had commented that it would be useful for additional information to be provided concerning the Task and Finish Group work undertaken by the Start Well Scrutiny Committee around Additional Learning Needs (ALN) and regarding the points raised at the meeting concerning homelessness as part of future reporting, which was a matter for both Governance and Audit and the Start Well Scrutiny Committee to agree.

RESOLVED – T H A T Governance and Audit Committee be thanked for their consideration of the matter which was noted.

Reason for decision

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

C242 Q3 2025/26 PROGRESS AGAINST EXTERNAL REGULATORY RECOMMENDATIONS (REF) –

The reference from Governance and Audit Committee dated 23rd February 2026 was presented.

Committee noted the Council's progress to date in addressing existing recommendations made by the Council's external regulators as outlined in the appended Strategic Insight Board Insight Tracker for the period Q3 2025/26 and recommended the removal of completed actions from the Strategic Insight Board Insight Tracker.

The Leader said that the outcomes of discussions between both the Senior Leadership Team and Strategic Insight Board were both well known to Cabinet and removal of such actions was a matter for the Senior Leadership Team and Strategic Insight Board.

RESOLVED – T H A T Governance and Audit Committee be thanked for their consideration of the matter which was noted.

Reason for decision

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

C243 MID-YEAR AUDIT WALES WORK PROGRAMME UPDATE 2025/26 - VALE OF GLAMORGAN COUNCIL (REF) –

The reference from Governance and Audit Committee dated 23rd February 2026 was presented.

Committee noted the contents of the report and referred the report to Cabinet for oversight. Cabinet were aware of the work with Audit Wales, along with Estyn, Care Inspectorate Wales etc., and met with Senior Leadership Team regularly to review the Audit Programme.

RESOLVED – T H A T Governance and Audit Committee be thanked for their consideration of the matter which was noted.

Reason for decision

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

C244 PEOPLE STRATEGY 2026 - 2030 (EL/PR) (SCRUTINY – RESOURCES SCRUTINY COMMITTEE) –

The Leader presented the report to seek Cabinet approval for the People Strategy 2026, which set out the Council's strategic priorities for workforce development, organisational culture, leadership, skills, recruitment, retention and employee experience.

Councillor Wilson referred to the People Strategy document attached as Appendix One to the report which illustrated the culture of the organisation as being inclusive, wanting to listen and looking to develop its staff. All Councillors could be champions of the Council and advocate Local Government as a career path.

The Leader said that support for staff was important and there were a number of staff who joined the Authority from a year out of University or on work experience who returned to the Authority later on and often worked up through the organisation through their careers, as well as those who had been encouraged to complete Masters and other Postgraduate Degrees whilst working for the Council.

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 content of the People Strategy 2026 (Appendix One) be noted as the Council's strategic framework for workforce and organisational development and the supporting Action Plan (Appendix Two) on how the strategy will be delivered.

(2) T H A T the report be referred to Resources Scrutiny Committee for its consideration and to provide any recommendations back to Cabinet for its consideration to enable the Strategy to be finalised.

(3) T H A T, subject to Resolution (2), and should the Scrutiny Committee have no recommendations to make, that Cabinet would consider the strategy and action plan following consultation as described in the report as endorsed and approved.

(4) T H A T Cabinet receive an update on the progress made as part of the regular performance reports and in standalone reports as necessary.

Reasons for decisions

- (1) To inform Cabinet's consideration of the People Strategy and accompanying action plan.
- (2) To enable Cabinet to consider the consultation feedback and subsequent changes and for the Scrutiny Committee to consider the same and provide feedback to Cabinet.
- (3) To ensure the Council had a clear, forward-looking People Strategy that enabled it to attract, retain and develop a skilled, resilient and engaged workforce capable of delivering high-quality services.
- (4) To enable Cabinet to review and consider progress made against the People Strategy as stated in the Action Plan.

C245 PARKWOOD LEISURE TO BECOME AGENT OF THE VALE OF GLAMORGAN COUNCIL (EL/PR / LSW) (SCRUTINY – RESOURCES SCRUTINY COMMITTEE) –

The Leader and Cabinet Member jointly presented the report to establish Parkwood Leisure as an agent of the Vale of Glamorgan Council in order to take the benefit of HMRC VAT changes introduced for the provision of leisure services in 2023.

The Leader stressed the importance of taking further advice to ensure that the proposal was the best way forward and, if agreed, bring a further report back to Cabinet once external legal advice had been obtained and negotiations taken place. Officers were thanked for their work to date on the detailed report.

It was hoped that if the matter was able to progress that there would therefore be further investment in sports and leisure facilities.

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 Cabinet approved in principle the implementation of an Agency Model for the delivery of Leisure Services, with Parkwood Leisure Limited acting as the Council's disclosed Agent and the Council acting as VAT Principal.
- (2) T H A T Cabinet approved in principle either (a) the modification and extension of the Leisure Management Contract or (b) the award of a new agency agreement to Parkwood Leisure Limited by way of direct award, subject to receipt of external legal advice and finalisation of negotiated terms in line with all statutory requirements.

(3) T H A T Cabinet approved in principle the appointment of Active Communities Together (ACT) as sub-agent for operational delivery, subject to the completion of the necessary agreements.

(4) T H A T delegated authority be granted to the Director of Environment and Housing in consultation with the Head of Finance/s151 Officer and Monitoring Officer/Head of Legal and Democratic Services to undertake all actions required to implement the new arrangements in accordance with statutory and contractual requirements.

(5) T H A T delegated authority be granted to the Director of Environment and Housing to implement any operational protocols required to give full effect to the agency arrangements, including (but not limited to) (a) schedules of service (agreed at quarterly contractor meetings to minute those changes) (b) financial reporting procedures (c) customer facing processes and systems necessary to ensure correct VAT treatment.

(6) T H A T Officers be requested to bring back a further report once external legal advice had been obtained and negotiations had concluded, confirming the finalised contractual arrangements, the updated financial position and the implementation timetable.

Reasons for decisions

(1) To enable the Council and Parkwood Leisure to release benefits available from the HM Revenues & Customs (HMRC) VAT changes announced in 2023 by implementing a compliant Agency Model.

(2) To ensure that the contractual route selected, either modification and extension of the existing contract or the award of a new agency agreement was lawful, informed by external legal advice, and aligned with statutory procurement requirements and VAT Regulations.

(3) To incorporate Active Communities Together (ACT) into the delivery arrangements as sub-agent, enabling operational delivery through the new delivery vehicle identified by Parkwood Leisure. To allow officers to take the actions required to implement the new arrangements efficiently and in accordance with all statutory, financial and contractual requirements and to deliver savings built into the Council's 2024/25 Budget.

(4) To ensure that any consequential amendments to existing leisure operating schedules, policies or financial arrangements required to facilitate the agency model in ensuring continuity of service delivery.

(5) To ensure that appropriate delegated authority was in place to implement any operational protocols required.

(6) To ensure Cabinet was fully sighted on the final contractual structure, financial implications, and implementation timetable, following the conclusion of the negotiations and receipt of external legal advice.

C246 LOCAL ACCESS FORUM – VALE OF GLAMORGAN COUNCIL APPOINTED MEMBER (2026 TO 2029) (EL/PR) (SCRUTINY – RESOURCES SCRUTINY COMMITTEE) –

The Leader presented the report to confirm the Vale of Glamorgan's appointed member for the Local Access Forum 2026 to 2029.

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 Councillor Edward Williams be reappointed as the Council's Elected Member representative on the Vale of Glamorgan Local Access Forum for three years, commencing from the date of the first meeting of the reconstituted Local Access Forum for 2026 to 2029.

Reason for decision

In accordance with the paragraph 6 (1) of the Countryside Access (Local Access Forums) (Wales) Regulations 2001.

C247 BARRY PLACEMAKING PLAN (DL/SP) (SCRUTINY – PLACE SCRUTINY COMMITTEE) –

The Leader presented the report on behalf of the Deputy Leader to seek Cabinet approval of the Barry Placemaking Plan.

The Plan was designed to be a working document that would evolve over time and as with the previous three Placemaking Plans there had been a great deal of partnership working involved, in this case with Barry Town Council.

In Llantwit there had been activities involving the local community who had managed to achieve a great deal with the available budget in a short period of time, and the Leader looked forward to seeing what could be achieved in Barry.

Councillor Perkes spoke as a Barry Councillor and was pleased to see that the Plan had been produced in consultation with the local community as the largest town in Wales with a varied demographic and differing needs.

Councillor Williams said it had been positive in Llantwit Major as local residents, organisations and Town Councils worked together and raised awareness of the Plan's possibilities. People could see changes being made and were more engaged and able to contribute to matters going forward. Councillor Williams said that the team of Officers that had worked to put together the Plan and identify relevant funding streams had been outstanding and he thanked them for their efforts to date. He also thanked the Deputy Leader for her work and dedication in bringing the report forward, and her passion and commitment were echoed by Cabinet.

Councillor Wilson said that the consultants had put together an excellent Plan for Barry, referring to Pages 46 and 50 of the Plan specifically which summarised the sorts of projects that were possible. The Council could then assist with creating a sense of place which was very important.

The Leader said it was so important for Towns to coalesce and have shared aims going 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 Placemaking Plan for Barry (Appendix A) 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 Plan would be used as a strategic tool to help inform and guide investment, partnership working and funding bids in the town.
- (4) T H A T the Vale and Barry Place Boards oversee the development and implementation of the Placemaking Plan.

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.
- (4) To ensure oversight aligned with the approved place-based governance structures.

C248 PROJECT MANAGEMENT AND DELIVERY COORDINATION (DL/SP) (SCRUTINY – PLACE SCRUTINY COMMITTEE) –

The Leader presented the report on behalf of the Deputy Leader to update on proposals to strengthen Project Management and delivery across the Council

through the appointment of a Lead Project Management Co-ordinator and Head of Regeneration for the Council as a secondment / interim opportunity for up to 2 years.

It had been commented that the Council had an ambitious capital programme but the Council had delivered 18 new schools since 2013 and a further 4 were in progress, largely due to the skills of Officers within various teams. However, it had also been commented that there was a need to boost resilience within those teams for project management, therefore the proposal was to bring the relevant teams together to collaborate and support each other more effectively. Doing so would also build capacity, gain economies of scale and enable more shared expertise through transferable skills. Staff were supportive of the proposals.

Councillor John said it was so important to have good project management capabilities. The Leader said that one of the Council's project management team had coordinated the work on the new changing facilities at Barry Island which had then enabled the use of local businesses as part of the build.

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 this report be noted.
- (2) T H A T the proposed approach to strengthening project management be endorsed and the creation of an evaluated Lead Project Management Co-ordinator and Head of Regeneration (LPMCHR) post be agreed to include the option of a two year secondment opportunity in the first instance to be determined by the Senior Management Appointment Committee.

Reasons for decisions

- (1) To update Cabinet on the proposals to make changes within the Place Directorate and consolidate a place-based approach to major projects delivered across other directorates within the Council, primarily across Learning and Skills and Environment and Housing.
- (2) To ensure the Council had the necessary strategic leadership and co-ordination to deliver major capital and regeneration projects at pace with improved resilience and to allow timely progression of the structural changes required, ensuring that appointment to the new evaluated role was undertaken in accordance with the Council's established procedure.

**C249 SCHOOL ADMISSION ARRANGEMENTS 2027/28 (EAWL)
(SCRUTINY – START WELL SCRUTINY COMMITTEE) –**

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

Reasons for decisions

- (1) To ensure that all relevant information was considered by Cabinet in reaching a decision on the proposed admission arrangements by 15th April 2026.
- (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.

**C250 HIGHWAY MAINTENANCE CONTRACTS (CARRIAGEWAY
RESURFACING 2026 – 2029 AND SURFACE DRESSING 2026 - 2028) (NBS)
(SCRUTINY – PLACE SCRUTINY COMMITTEE) –**

The Cabinet Member presented the report to agree to award the highway maintenance contracts for undertaking carriageway resurfacing and surface dressing preservation works and to endorse the spend in 2026/27 onward.

Due to commercial sensitivity, full details of the financial appraisals associated with the contract awards listed were detailed in the Part II report later on the agenda.

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 and be considered in connection with the Part II report later in the agenda.

(2) T H A T as part of the contract award process the successful contractor would be advised by a letter addendum to the contract that all excess waste from sites must be appropriately disposed of and not used to undertake other projects unless agreed in advance by the Head of Neighbourhood Services.

Reasons for decisions

(1) To allow the Part I and Part II reports to be considered together and to publicly advise of the proposals for renewal of Highway Maintenance contracts and to allow the commercially sensitive details of these proposals to be appropriately considered prior to a decision being taken on any award.

(2) To improve future arrangements for the management and use of excess waste materials associated with highways resurfacing and preservation treatment works.

C251 MATTER WHICH THE CHAIR HAD DECIDED WAS URGENT (PART I) –

RESOLVED – T H A T the following matter which the Chair had decided was urgent for the reasons given beneath the minute heading be considered.

C252 HOUSING HEATING INSTALLATIONS SERVICING AND MAINTENANCE FRAMEWORK 2026-29 (PSHTE) (SCRUTINY – PLACE SCRUTINY COMMITTEE) –

(Urgent by reason of the need to advise Cabinet of the requirement enable contract documentation to be completed and the new Framework to be implemented in time for commencement on 1st April 2026.)

The Cabinet Member presented the report to request Cabinet approval for delegated authority to accept the most advantageous tender and execute the contract for the Housing Heating Installations Servicing and Maintenance Framework 2026-29.

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 use of the urgent decision procedure as set out in Section 15.14 of the Council's Constitution be approved to hear the report and the accompanying Part II report relating to the award of the Heating Servicing and Maintenance Contract to the Council's housing stock.

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

Reasons for decisions

- (1) To enable timely consideration and approval of the contract award, ensuring that the new Framework and associated contractual arrangements were in place by 1st April.
- (2) To update Cabinet on the current position regarding the procurement of the Housing Heating Installations Servicing and Maintenance Framework 2026-29.

C253 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.

C254 HIGHWAY MAINTENANCE CONTRACTS (CARRIAGEWAY RESURFACING 2026 – 2029 AND SURFACE DRESSING 2026 - 2028) (NBS) (SCRUTINY – PLACE SCRUTINY COMMITTEE) (EXEMPT INFORMATION – PARAGRAPH 14) –

The Cabinet Member presented the report to agree to award the highway maintenance contracts for undertaking carriageway resurfacing and surface dressing preservation works and to endorse the spend in 2026/27 onward.

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 contract for Carriageway Resurfacing be awarded to Tarmac Trading Ltd until April 2029 and Road Maintenance Services Ltd for Surface Dressing until April 2028.
- (2) T H A T delegated authority be granted to the Monitoring Officer/Head of Legal and Democratic Services to draft and execute said contracts.

Reasons for decisions

- (1) To award the contracts to the companies providing the most advantageous tenders and to ensure compliance with the Council's Contract Standing Orders and Financial Regulations.

(2) To ensure that the necessary legal documentation was in place for the contract.

C255 MATTER WHICH THE CHAIR HAD DECIDED WAS URGENT (PART II) –

RESOLVED – T H A T the following matter which the Chair had decided was urgent for the reasons given beneath the minute heading be considered.

C256 HOUSING HEATING INSTALLATIONS SERVICING AND MAINTENANCE FRAMEWORK 2026-29 (PSHTE) (SCRUTINY – PLACE SCRUTINY COMMITTEE) (EXEMPT INFORMATION – PARAGRAPHS 12, 14 AND 12A) –

(Urgent by reason of the need to advise Cabinet of the requirement enable contract documentation to be completed and the new Framework to be implemented in time for commencement on 1st April 2026.)

The Cabinet Member presented the report to request Cabinet approval for delegated authority to accept the most advantageous tender and execute the contract for the Housing Heating Installations Servicing and Maintenance Framework 2026-29.

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 Housing Heating Installations Servicing and Maintenance Framework 2026-29 framework be awarded to Heatforce Wales Ltd as the Most Advantageous Tenderer.

(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 Public Sector Housing and Tenant Engagement, finalise and execute the Framework Contract with Heatforce Wales Ltd.

Reasons for decisions

(1) To comply with the Council's Contract Standing Orders, which required Cabinet approval for contracts exceeding £300,000 in value.

(2) To enable contract documentation to be completed and the new Framework to be implemented in time for commencement on 1st April 2026.