

## CABINET

Minutes of a Hybrid meeting held on 25th June 2026.

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

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

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

Also Present: Councillors Dr. I.J. Johnson and N.C. Thomas.

### **C10 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.

### **C11 DECLARATIONS OF INTEREST –**

No declarations of interest were received.

### **C12 [MINUTES](#) –**

RESOLVED – T H A T the minutes of the meeting held on 11th June 2026 be approved as a correct record.

### **C13 [REVIEW OF WAYS OF WORKING WITH TOWN AND COMMUNITY COUNCILS IN THE VALE OF GLAMORGAN \(EL/PR\) \(SCRUTINY – NO RELEVANT SCRUTINY COMMITTEE\)](#) –**

The Leader presented the report to explore how the Principal Council and Town and Community Councils could build upon existing relationships and explore how those could be further improved noting the pressures currently being experienced by both tiers of government with a proposed roadmap for delivery.

The Deputy Leader looked forward to seeing how the pieces of work would develop going forward.

Councillor Wilson said it was important to engage further with Members of Town and Community Councils, continuing with partnership working amongst the four towns with the Placemaking agenda and continuing to consult with communities. There would also be an opportunity to refresh and revise ways of working following the 2027 local elections.

Referring to the placemaking work that had taken place in Llantwit Major town, Councillor Williams commended the work undertaken by the Placemaking teams which had seen positive impact within the town. Projects had undergone consultation and local residents came together to shape the way forward, including major improvement in the lift facilities at the Town Hall and the Community Hub as a collaboration between the bowls and tennis clubs. The One Week Town Boost was able to find quick wins that promoted visible signs of change within the town such as the refurbished toilet block and improvements to the street scene. The Town Council had also reinstated the town study group. Councillor Williams thanked all staff concerned for bringing the work together.

Councillor Birch had attended the Llantwit Major Town Boost and was impressed with the numbers of people who wanted to get involved and for the community to come together and express what it wanted to see in the town. Penarth Town Council said it was important to establish how communication between the larger and smaller Council would operate and looked forward to the discussion that would take place at Community Liaison Committee.

The Leader said although there was a framework to work with, there had to be some flexibility to be able to tailor matters to the needs of each town and community.

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 existing ways of working be noted and the need to review ways of working with Town and Community Councils as outlined within the report be endorsed.
- (2) T H A T the provisional plan for reviewing ways of working with Town and Community Councils as outlined in Appendix A be endorsed.
- (3) T H A T the report be referred to the next meeting of Community Liaison Committee for further consideration, and then subsequently shared with all Town and Community Councils and One Voice Wales to harness further views.

#### Reasons for decisions

- (1) To demonstrate support for the change in strategic approach to working with Town and Community Councils.
- (2) To demonstrate support for the delivery plan detailing working with Town and Community Councils.
- (3) To allow for representatives of Principal Council, Town and Community Council and One Voice Wales to provide their feedback ahead of implementation.

**C14 PLACEMAKING PLANS (DL/SP) (SCRUTINY – PLACE SCRUTINY COMMITTEE) –**

The Deputy Leader presented the report to provide Cabinet with a comprehensive update on the delivery of placemaking activity across the Vale of Glamorgan through the implementation of Placemaking Plans in Barry, Penarth, Cowbridge and Llantwit Major, setting out both the progress made and the evolving strategic approach to place-based regeneration. Some of the investment across the four towns was detailed in paragraphs 4.3 to 4.6 of the report. The Placemaking plans were live documents and would always seek to reflect emerging opportunities and address changes as required.

The Leader said that Appendix A detailed the Transforming Towns Funding Breakdown but noted that there were a range of available funding streams to draw from and bring together to be used in the different towns.

Councillor Wilson referred to Paragraphs 4.3 to 4.13 of the report which detailed what was being undertaken as part of the Placemaking agenda and looked forward to further improvements in partnership with partners, the local community and Town and Community Councils.

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 progress made in delivering Placemaking Plans across the Vale of Glamorgan, including the implementation of projects across all four towns, be noted.
- (2) T H A T regeneration funding and investment being targeted in line with placemaking priorities identified through engagement and adopted plans be noted.
- (3) T H A T the continued development of placemaking as a cross-Council and partnership approach, including alignment with programmes such as Pride in Place, be endorsed.
- (4) T H A T delegated authority be granted to the Deputy Leader and Cabinet Member for Sustainable Places and the Director of Place, in consultation with Town Councils and the Vale Place Board to agree amendments to the four Placemaking Plans.

**Reasons for decisions**

- (1) To ensure Cabinet was fully informed of delivery against previously approved strategies and the transition from planning into delivery.

- (2) To provide assurance that funding was being used effectively and aligned with locally identified needs and opportunities.
- (3) To support the ongoing embedding of a coordinated, place-based model of regeneration and maximise long-term outcomes.
- (4) To enable timely and appropriate updates to the Placemaking Plans in response to emerging opportunities and priorities, while ensuring continued collaboration with Town Councils and oversight through established governance arrangements.

**C15 OBJECTION REPORT: WINDSOR TERRACE LANE, PENARTH – PROPOSED PROHIBITION OF WAITING AT ANY TIME TRAFFIC REGULATION ORDER (NBS) (SCRUTINY – PLACE SCRUTINY COMMITTEE) –**

The Cabinet Member presented the report and the details of an objection and the Council's officer response and sought Cabinet's determination on whether the proposed Traffic Regulation Order (TRO) should be implemented.

Due to instances of inconsiderate parking, there had been accessibility issues at Windsor Terrace Lane which the proposed TRO would seek to address. The intention was not to stop business continuity but to promote a safer environment and improve road safety. Appendix B to the report detailed the objection and Officer response for Cabinet to consider and determine the proposal.

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 objection received in relation to the proposed Prohibition of Waiting At Any Time Traffic Regulation Order for Windsor Terrace Lane, Penarth be considered and determined.
- (2) T H A T, having considered the objection, the proposal to make the Prohibition of Waiting At Any Time Traffic Regulation Order for Windsor Terrace Lane, Penarth be approved.
- (3) T H A T the objector and relevant stakeholders be notified of Cabinet's decision.

**Reasons for decisions**

- (1) To ensure Cabinet fulfilled its statutory duty to consider the objection and relevant evidence prior to determining whether the Traffic Regulation Order should be made.

(2) To enable the Traffic Regulation Order to be made and implemented, following the results of statutory consultation, and the assessment of the objection received.

(3) To ensure transparency, procedural fairness and effective communication by formally notifying objectors and relevant stakeholders of Cabinet's decision and the reasons for it.

**C16 COMMISSIONING EXTRA CARE DOMICILIARY CARE SERVICES IN PENARTH, THE VALE OF GLAMORGAN (SCH) (SCRUTINY – LIVE WELL SCRUTINY COMMITTEE) –**

The Cabinet Member presented the report to seek Cabinet approval to undertake a commissioning exercise and to enter into a contract for the delivery of Extra Care domiciliary care services in Penarth, the Vale of Glamorgan.

Councillor Williams said the proposal in the report would have a positive impact for service users in the Vale of Glamorgan. The development of 70 flats was progressing and would be ready by spring 2027 and the proposed contract sought to provide required help and support for individuals who wished to live independently. The commercial aspects would be covered in the associated Part II report on the agenda.

Councillor Wilson said there was a real need for the facility in that area which complimented provision at Oak Court. Paragraph 4.3 detailed that the evaluation criteria for the tenders were 60% quality, 30% price and 10% community wellbeing benefits which were important considerations. It was important for people to be able to maintain their independence, but also have the opportunity to socialise, as detailed in Paragraph 3.4.

Councillor Perkes said it was important to provide high-quality homes for people who needed them but also needed some additional support in a safe environment as part of ongoing commitment to older residents of the Vale of Glamorgan.

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 content of the Part I report be noted with a view to taking decisions as part of the associated Part II report on the meeting agenda.

**Reasons for decisions**

To allow decisions to be taken as part of the associated Part II report.

**C17            RESPONDING TO THE RESULTS OF THE LET’S TALK ABOUT LIFE IN THE VALE SURVEY (CEERS) (SCRUTINY – NO RELEVANT SCRUTINY COMMITTEE) –**

The Cabinet Member presented the report to consider and endorse the Vale 2030 Communications Strategy and Vale 2030 Public Participation Strategy.

Councillor Sivagnanam said the Let’s Talk About Life in the Vale Survey provided one of the most important sources of insight into residents’ experiences, priorities and perception of the Council and the report brought together the findings of the Survey alongside a programme of action as part of the Council’s response to those findings. As part of that response, Cabinet were asked to consider approval of the Draft Vale 2030 Communications Strategy and Draft Vale 2030 Public Participation Strategy attached as Appendices B and C to the report, respectively.

The Survey showed that the Vale of Glamorgan continued to be seen as a good place to live with strong community cohesion and pride in the local area, and though satisfaction with certain services remained high there were also some significant challenges including some dissatisfaction with how the Council delivered some other services, concerns regarding housing, transport and economic development and residents’ ability to have influence on decision-making.

Residents had responded that they would like to see clearer information, easier access to services and greater confidence that their views were being heard and acted upon. Placemaking had seen use of some tools of engagement and seen increased community participation as a result, building on the work already taking place but at a higher level.

The Survey allowed for benchmarking to take place with 19 of the 22 Authorities in Wales and comparison showed that some of the findings were not unique to the Vale of Glamorgan and often reflected wider nation trends in perception of Local Authorities but underlined a need to strengthen trust and improve communication which was proposed via consideration of Appendices B and C to the report.

In other areas, the Council sought to improve the street scene and improve access to health and social care in the community as means of responding to residents’ priorities.

The report and its Appendices were a clear commitment to address the issues raised in the Survey and to continue to improve how the Council responded to its residents and communicate the work of the Council more effectively as part of realising the ambitions of Vale 2030.

The Leader said that the first Let’s Talk Survey had received over four thousand responses which was excellent, and subsequently other Councils conducted similar surveys. Responses to the second survey were not as high as a response rate and therefore not wholly representative of Vale of Glamorgan residents but were still statistically significant. Less than 1% of 16–24-year-olds had responded and over two-thirds of the respondents were between 45 and 74, and as such there were a number of groups that the Council would like to hear from in future.

Both the Vale 2030 Communications Strategy and Vale 2030 Public Participation Strategy would work in partnership with the Placemaking agenda and Public Service Board work in deprived communities through the Your Place work, as well as with surveys conducted by Youth Services with young people about their priorities and enable to Council to build up a stronger picture and listen to responses. The Leader encouraged anyone who felt their voice had not been heard to contact the Council.

Councillor Sivagnanam said that participation and engagement was something that the Council had been building upon, including youth engagement with young people and work with the Equalities Forum who often respond on behalf of other parties. The Survey results provided the Council with matters to reflect on across the Authority.

The Leader referred to successful work with the Waterfront Residents Association concerning issues that had to be raised with the Consortium and worked together on the challenges of inconsiderate parking in the area and solutions that residents were happy to work with the Council to consider and reflected local need. There was also a useful conversation to be had with residents where the Council had received responses as part of the Survey and whether that actually reflected what local residents then wanted to see going forward and have those conversations.

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 result of the Let's Talk About Life in the Vale Survey be noted.
- (2) T H A T the improvement priorities as identified in paragraph 4.17, and the examples of ongoing work set out in paragraphs 4.24 – 4.34 as being consistent with the priorities of residents as expressed in the survey be endorsed.
- (3) T H A T the Vale 2030 Communications Strategy be endorsed.
- (4) T H A T the Vale 2030 Public Participation Strategy be endorsed.

#### Reasons for decisions

- (1) To ensure awareness of the opinions and perception of citizens of the Vale of Glamorgan as shared in the survey.
- (2) To ensure awareness of the work undertaken in the very short term, and that already underway, to address the findings of the survey.
- (3) To ensure the Vale of Glamorgan Council was able to effectively communicate its work to citizens and increase awareness of how the Council operated and how citizens could influence decisions.

(4) To ensure the Vale of Glamorgan Council could continue to improve how and when it engaged citizens and other stakeholders in decision making, and ensure the Council was better able to use the insight gathered from the work to respond to the views and needs of residents.

**C18            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 reason given beneath the minute heading be considered.

**C19            CASH MANAGEMENT SYSTEM CONTRACT RENEWAL (EL/PR)  
(SCRUTINY – RESOURCES SCRUTINY COMMITTEE) –  
(Urgent by reason of the need to enable the continuity of cash management systems and the collection of Council income.)**

The Leader presented the report to seek Cabinet approval to award a three-year contract to Access Paysuite Limited for the continued provision of the Council's Cash Management System, by way of a direct award under the Procurement for Housing framework, Lot 3 (Cash In Solutions).

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 content of the Part I report be noted with a view to taking decisions as part of the associated Part II report on the meeting agenda.

Reasons for decisions

To allow decisions to be taken as part of the associated Part II report.

**C20            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.

**C21 COMMISSIONING EXTRA CARE DOMICILIARY CARE SERVICES IN PENARTH, THE VALE OF GLAMORGAN (SCH) (EXEMPT INFORMATION – PARAGRAPH 14) (SCRUTINY – LIVE WELL SCRUTINY COMMITTEE) –**

The Cabinet Member presented the report to seek Cabinet approval to undertake a commissioning exercise and to enter into a contract for the delivery of Extra Care domiciliary care services in Penarth, the Vale of Glamorgan.

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 competitive tender process for the commissioning of the provision of an Extra Care Domiciliary Care Service in Penarth, the Vale of Glamorgan be undertaken.
- (2) T H A T, following the procurement exercise, the contract for the service be awarded for an initial period of 5 (five) years with an option to extend for up to a further 2 (two) years.
- (3) T H A T delegated authority be granted to the Director of Social Services to negotiate and execute a contract and any supporting contractual documents with the successful Provider.
- (4) T H A T delegated authority be granted to the Monitoring Officer/Head of Legal and Democratic Services in consultation with Head of Finance/Section 151 Officer to finalise, complete and execute the contract and all ancillary documentation.

Reasons for decisions

- (1) To ensure that the Council provided care and support services in a cost-effective manner to meet the assessed needs of the residents living in the Penarth Extra Care facility, Hafan Y Dderwen.
- (2) To ensure that the Council fulfilled the responsibilities set out in the Welsh Government's guidelines for developing Extra Care Housing in Wales 2006 and the Social Services Wellbeing (Wales) Act 2014.
- (3) To ensure that the appropriate contractual arrangements were in place with the successful provider that met the requirements of its Contract Procedure Rules and Financial Procedure Rules.
- (4) To ensure that the necessary legal documentation was in place for the contract.

**C22 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.

**C23 CASH MANAGEMENT SYSTEM CONTRACT RENEWAL (EL/PR) (EXEMPT INFORMATION – PARAGRAPH 14) (SCRUTINY – RESOURCES SCRUTINY COMMITTEE) –**  
**(Urgent by reason of the need to enable the continuity of cash management systems and the collection of Council income.)**

The Leader presented the report to seek Cabinet approval to award a three-year contract to Access Paysuite Limited for the continued provision of the Council's Cash Management System, by way of a direct award under the Procurement for Housing framework, Lot 3 (Cash In Solutions).

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 in the Part I report be noted.
- (2) T H A T the award of a three-year call-off contract to access Paysuite Limited be approved for the continued provision, support and maintenance of the Council's Cash Management system, by way of a direct award under the Procurement for Housing framework, Lot 3 (Cash In Solutions).
- (3) T H A T delegated authority be granted to the Monitoring Officer/Head of Legal and Democratic Services in consultation with Head of Finance/Section 151 Officer to finalise, complete and execute the contract and all ancillary documentation necessary to give effect to Resolution (2), including any call-off terms, licences, data processing provisions, implementation documentation, transition arrangements and termination of legacy arrangements, as required.
- (4) 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 enable the continuity of cash management systems and the collection of Council income.

**Reasons for decisions**

- (1) To advise of the current position with the particular contract.
- (2) To allow for the continuation of the Cash Management system and including associated functionality use of Chip and Pin machine, automated telephone

payments, internet payments and provision for Smart Mobile functionality to be utilised in future to enable improvement to the Council's existing payment routes.

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

(4) To enable continued provision of the Council's Cash Management System by the end of June 2026.