

No.

VALE OF GLAMORGAN COUNCIL

Minutes of a meeting held on 5th March 2014.

Present: Councillor Margaret Wilkinson (Mayor); Councillors Richard Bertin, Janice Birch, Rhiannon Birch, Bronwen Brooks, Lis Burnett, Philip Clarke, Geoff Cox, Claire Curtis, Rob Curtis, Pamela Drake, John Drysdale, Kate Edmunds, Stuart Egan, Christopher Elmore, Christopher Franks, Keith Geary, Eric Hacker, Howard Hamilton, Val Hartrey, Keith Hatton, Nic Hodges, Jeff James, Hunter Jarvie, Gwyn John, Fred Johnson, Dr. Ian Johnson, Peter King, Kevin Mahoney, Anne Moore, Neil Moore, Andrew Parker, Bob Penrose, Anthony Powell, Audrey Preston, Rhona Probert, Gwyn Roberts, John Thomas, Ray Thomas, Rhodri Traherne, Steffan Wiliam, Clive Williams, Christopher Williams, Edward Williams and Mark Wilson.

869 APOLOGIES FOR ABSENCE –

These were received from Councillors Jonathan Bird and Maureen Kelly Owen.

870 COUNCILLOR MAUREEN KELLY OWEN –

It was agreed that the Council's best wishes for a speedy recovery be conveyed to Councillor Kelly Owen.

871 DECLARATIONS OF INTEREST –

The following Members declared an interest in Agenda Items shown. Given the nature of their interest, Councillors Claire Curtis, Howard Hamilton and Nic Hodges, left the meeting for the duration of that item:

Name of Member	Agenda Item/Nature of Interest
Councillor Richard Bertin	Agenda Item 9(e) - Member of Penarth Learning Community Governing Body.
Councillor Lis Burnett	Agenda Item 9(e) - Local Authority appointed governor - St. Cyres Comprehensive School.
Councillor Claire Curtis	Agenda Item 9(e) - Minor Authority Representative - Colcot Primary School.
Councillor Rob Curtis	Agenda Item 9(e) - Local Authority appointed governor - Oakfield Primary School
Councillor Christopher Elmore	Agenda Item 9(e) - Local Authority appointed governor - Holton Road Primary School and Barry Comprehensive School.

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Councillor Christopher Franks	Agenda Item 9(e) - Local Authority appointed governor - St. Cyres Comprehensive School.
Councillor Howard Hamilton	Agenda Item 9(e) - Minor Authority appointed governor - Oakfield Primary School
Councillor Val Hartrey	Agenda Item 9(e) - Local Authority appointed governor - St. Cyres Comprehensive School
Councillor Nic Hodges	Agenda Item 9(e) - Local Authority appointed governor - Ysgol Gwaun y Nant.
Councillor Gwyn John	Agenda Item 9(e) - Local Authority appointed governor - Llantwit Major Comprehensive School.
Councillor Dr. Ian Johnson	Agenda Item 9(e) - Local Authority appointed governor - Barry Comprehensive School
Councillor Bob Penrose	Agenda Item 6 - Personal interest - non prejudicial.
Councillor Anthony Powell	Agenda Item 9(e) - Local Authority appointed governor - Barry Comprehensive School.
Councillor Margaret Wilkinson	Agenda Item 9(e) - Local Authority appointed governor - Colcot Primary School.
Councillor Edward Williams	Agenda Item 9(e) - Local Authority appointed governor - Llantwit Major Comprehensive School

872 MINUTES –

The minutes of the meeting held on 18th December 2013 were approved as a correct record.

873 ANNOUNCEMENTS –

The Mayor made the following announcements:

(i) In January she had sent out congratulatory letters to the following residents from the Vale of Glamorgan who were honoured in the New Year's Honours list:

Mr. D.W. Jones, KCB
Ms. R. Sadka, OBE
Mrs. M. Conway, MBE

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Councillor G. John, BEM
Mrs. C. Selby, BEM.

- (ii) She had written to Maria Leijerstam to congratulate her on cycling to the South Pole in 10 days.
- (iii) She thanked all those who supported her Charity Night at the Races. The event had raised £955.00 for the National Coastwatch Institution at Nell's Point, Barry Island.
- (iv) She had represented the Council and attended the All-Wales National St. David's Day Celebrations in Cardiff.
- (v) She was pleased to announce that a young man from Rhoose, James Teague, had been awarded Student Retail Butcher of the Year.
- (vi) She reminded everybody that, on Monday 10th March 2014, a short ceremony would be held at the Civic Offices to mark Commonwealth Day and the Council would be flying the Commonwealth Flag. This would be an historic occasion as it was the first time that local authorities throughout the United Kingdom would be raising the Commonwealth Flag.
- (vii) Finally, tickets were selling fast for her charity Greek Evening in Barry on 29th April, 2014. Members were asked to contact the Mayor's Office if they were interested in attending.

874 PETITIONS –

The following petitions were received and passed to the relevant Director:

- (i) Petition submitted by residents of Everard Street, Barry, calling on the Council to install double yellow lines at the junction of Everard Street and Gladstone Road to improve safety (submitted by Councillor Richard Bertin).
- (ii) Petition from residents of Merthyr Street, Barry, objecting to a music / alcohol and takeaway licence being given to the café formerly known as Uncle George's, Holton Road, Barry (submitted by Councillor Pam Drake).

875 NOMINATION OF MAYOR ELECT AND DEPUTY MAYOR ELECT FOR THE MUNICIPAL YEAR 2014/15 –

Section 22 of the Local Government Act 1972 provided for the Chairman of a principal council to be elected annually by the Council from among the Councillors. Section 23 of the Act provided for the election of the Chairman to be the first business transacted at the Annual Meeting of the principal council. Section 25A of the Local Government Act 2000 provided that the Chairman of the Council was

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entitled to the style of 'Mayor' or 'Maer'. On 30th October, 2002, the Cabinet had considered the legal provisions relating to the style of Mayor and had resolved that the entitlement of the Chairman to use the style be supported and introduced with effect from the Annual Meeting of the Council in 2003.

It had also been decided to nominate a Deputy Mayor Elect at this meeting.

Councillor J.D. Drysdale moved that Councillor H.C. Hamilton be nominated as Mayor of the Council for 2014/15, the proposal being duly seconded.

The Leader moved that Councillor F.T. Johnson be nominated as Deputy Mayor of the Council for 2014/15, the proposal being duly seconded.

Councillors R.J. Bertin, P.J. Clarke, Dr. I.J. Johnson, K.P. Mahoney, R.A. Penrose and S.T. Wiliam abstained from the vote in respect of both of the above matters. Councillor Mrs. V.M. Hartrey abstained in respect of the vote regarding Mayor.

Upon being put to the vote it was

RESOLVED –

(1) T H A T Councillor H.C. Hamilton be nominated for election as Mayor at the Annual Meeting to be held on 14th May, 2014.

(2) T H A T Councillor F.T. Johnson be nominated for election as Deputy Mayor at the Annual Meeting to be held on 14th May, 2014.

876 REALLOCATION OF SEATS ON COMMITTEES (MD) –

Section 15(5) of the Local Government and Housing Act 1989 required that the total number of seats across all Committees should, as far as practicable, reflect the political balance of the Council.

The Independent Group had recently increased in size from four to five members as a result of Councillor Chris Williams joining the Group. As a result, it was necessary to recalculate the allocation of seats falling to each political group to comply with the legislation referred to above.

Appendix A to the report set out the entitlement to seats prior to Councillor Williams leaving the Plaid Cymru Group to join the Independent Group. Since that calculation was made, the Welsh Government had indicated that the Central South Joint Education Service Joint Scrutiny Committee would not, in fact, be coming into existence. This was due to revised governance arrangements having been set out by Welsh Government. Members were also reminded that Council in December 2013 agreed the establishment of a sub-committee of the Democratic Services Committee to hear and determine any complaints from Members regarding a refusal by the Head of Democratic Services to grant family absence. For ease of reference,

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therefore, Appendix B to the report set out the revised calculation taking into account these matters. The overall number of seats on which the calculation was based had increased by just one, from 209 to 210.

The actual effect of the recalculation was that the Plaid Cymru Group was required to give up a total of 5 seats, 4 of which were to be allocated to the Independent Group and 1 to the Labour Group.

At the Annual Meeting on 15th May 2013 it was resolved that the Council continue to pay a total of 16 Senior Salaries, together with Civic Salaries to the Mayor and Deputy Mayor. The 16 Senior Salaries included Group Leaders (in respect of Groups comprising 10% or more of the total membership of the Council - at that time the Conservative and Plaid Cymru Groups). The overall number of Senior Salaries the Council was able to pay (excluding the Mayor and Deputy Mayor) was 18. As the Independent Group now comprised 5 members, subject to the approval of Council, Councillor Penrose would also be entitled to a Senior Salary as Group Leader.

Should the Council agree to the payment of an additional Senior Salary, the cost would be £3,745 (i.e. the difference between a basic salary and Group Leader salary).

Members were asked to note, that in accordance with the report, the Plaid Cymru Group had indicated it was giving up seats on the following:

- Appeals Committee (Councillor S.T. Wiliam)
- Democratic Services Committee (Councillor Dr. I.J. Johnson)
- Early Retirement / Redundancy Committee (Councillor N.P. Hodges)
- Trust Committee (Councillor N.P. Hodges)
- Voluntary Sector Joint Liaison Committee (Councillor C.P. Franks).

In addition, the Plaid Cymru Group had replaced Councillor C.J. Williams with Councillor S.T. Wiliam on the Scrutiny Committee (Economy and Environment).

As a result of the above, the Labour Group had indicated it would be taking up a seat on the Democratic Services Committee (to be occupied by Councillor Mrs. A.J. Moore). The Independent Group, in turn, had nominated Members to sit on the remaining Committees referred to above as follows:

- Appeals Committee – Councillor R.A. Penrose
- Early Retirement / Redundancy Committee – Councillor C.J. Williams
- Trust Committee – Councillor C.J. Williams
- Voluntary Sector Joint Liaison Committee – Councillor C.J. Williams.

The Independent Group had also indicated that they would be replacing Councillor R.J. Bertin with Councillor C.J. Williams on the Community Liaison Committee.

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RESOLVED –

(1) T H A T the reallocation of seats on Committees as set out in paragraphs 4 to 5 of the report and as described above, together with the changes to membership indicated, be agreed.

(2) T H A T, in accordance with the arrangements regarding Senior Salaries agreed at the Annual Meeting in May 2013, Councillor Penrose be entitled to a Group Leader salary.

877 CONSULTATION WITH NON-DOMESTIC RATEPAYERS (MD) –

In accordance with Section 65 of the Local Government Finance Act 1992, the Council had consulted with representatives of local non-domestic ratepayers regarding the current, and preceding, years' expenditure proposals. An advertisement had been placed in the press and representations had been invited. No responses had been received.

RESOLVED – T H A T the position be noted.

878 VICE-CHAIRMAN OF PLANNING COMMITTEE –

As Councillor Mrs. M.R. Wilkinson was no longer a member of the Planning Committee, Council was asked to consider appointing a Vice-Chairman of the Planning Committee to undertake the role until the Annual Meeting in May 2014.

RESOLVED – T H A T Councillor John Drysdale be appointed as Vice-Chairman of the Planning Committee until the Annual Meeting in May 2014.

879 CAPITAL MONITORING: 1ST APRIL TO 30TH NOVEMBER 2013 (REF) –

RESOLVED – T H A T the proposals of the Cabinet, as set out in the Cabinet Minute No. C2191, 10th February 2014, be approved.

880 CAPITAL MONITORING REPORT FOR THE PERIOD 1ST APRIL TO 31ST DECEMBER 2013 (REF) –

RESOLVED – T H A T the proposals of the Cabinet, as set out in the Cabinet Minute No. C2207, 24th February 2014, be approved.

881 TREASURY MANAGEMENT (REF) –

RESOLVED – T H A T the proposals of the Cabinet, as set out in Cabinet Minute No. C2209, 24th February 2014, be approved.

882 FINAL HOUSING REVENUE ACCOUNT BUDGET PROPOSALS 2014/15 (REF) –

In introducing the report, the Leader reminded Members that the Housing Revenue Account Budget was ring-fenced. As any growth had to be funded from the balance, no cost pressures had been formally identified.

Each local housing authority was required, under Section 74 of the Local Government and Housing Act 1989, to keep a Housing Revenue Account. Section 76 of the Act required Local Authorities to set a budget for their Housing Revenue Account (HRA) on an annual basis. The budget must be such that the Housing Revenue Account was not in deficit at the year end.

The level of rent increase was based on the Housing Subsidy Determination issued by the Welsh Government (WG). The HRA Subsidy Determination was issued on 3rd February 2014 which provided an all-Wales average weekly guideline rent increase of 4.2%, for the Vale of Glamorgan; this equated to a 4.14% guideline rent increase.

The initial HRA budget proposals were considered by Cabinet on 18th November 2013 (Minute No. C2073) and were subsequently referred to the Scrutiny Committee (Housing and Public Protection) on 4th December 2013, who noted the proposals as did Scrutiny Committee (Corporate Resources) on 10th December 2013. Cabinet on 16th December resolved that the contents of the report be noted and that the report be forwarded to the Budget Working Group.

The Budget Strategy for 2014/15 outlined that, in order to establish a baseline, services should prepare revenue budgets for next year based on the cost of providing the current level of service and approved policy decisions. This meant that the cost of price increases and pay awards should be included.

The proposed 2014/15 budget was set out at Appendix A attached to the report to Cabinet.

- HRA (General) - This budget head related to net income from rents and service charges as well as general expenditure such as Tenant Participation Groups.
- Housing Repairs - This budget related to the revenue repairs and maintenance service for the Council Housing Stock.
- HRA Subsidy Payable - This budget related to the estimated proportion of rent payable to WG.
- General Management - This budget head related to the general management of the Council's housing stock, for work carried out within the Housing service,

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and for various issues relating to the Council tenancies excluding the repairs and maintenance function.

- Special Services - This budget related to the running expenses and the cost of staff employed directly within the Housing service, in relation to functions such as sheltered housing schemes, running the hostel and temporary accommodation.
- Capital Expenditure from Revenue Account (CERA) - This budget related to a contribution made from the Housing Revenue Account to fund capital expenditure.
- Central Support and Operational Building Charges - This budget related to the services provided by other Departments within the Council, and the cost of office accommodation occupied by the Housing Services staff.
- Capital Financing - Costs associated with financing debt.

In summary the change in the budget was itemised as follows:-

2013/14 Original Budget	Inflation / Pay Award	Committed Growth / (Savings)	Estimated Rent Increase	2014/15 Proposed Budget
£000	£000	£000	£000	£000
8,452	55	(4,331)	(662)	3,514

The committed savings of £4,331,000 were due to a number of factors:

- A decrease in the CERA (Capital Expenditure from Revenue Account) budget of (£4,395,000) was required in order to finance the Housing Improvement Programme and meet Welsh Quality Housing Standards by 2017. This took into account the estimated available revenue surpluses available according to the latest Business Plan revision December 2013.
- A decrease in the provision for HRA Subsidy payable to WG based on the latest draft guidance issued (£218,000).
- A decrease in the expected growth in the bad debt provision of (£135,000). The original anticipated loss of rent due to the welfare reform accommodations cap was thought to be less than originally budgeted for.
- A (£120,000) decrease in Central Support recharges.
- A reduction in the expected insurance charges for 2014/15 of (£24,000).

These had been partially offset by:-

- Staff restructure of £200,000 which was intended to strengthen the service in terms of dealing with anti-social behaviour, statutory compliance (e.g. fire risk assessment work, gas and electrical safety) asset management, rechargeable works recovery and welfare reform and make it fit for forthcoming challenges.
- An increase in Capital Financing charges of £193,000 in relation to unsupported borrowing being taken out for the first time in 2014/15 to fund the Housing Improvement Programme.
- A decrease in interest earned on Revenue Balances of £78,000.

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- Further budget increases of £90,000.

Rent increases were based on the Subsidy Determination issued by the WG. The Subsidy Determinations specified a guideline rent increase for each local authority; any increase over and above this would be subject to Housing Benefit Rent Rebate Limitations, which meant that the HRA would be liable for a proportion of the additional increase. Therefore, it was usual practice that the Council increased the average actual rent by no more than the equivalent increase in guideline rent.

Rent Levels - The guideline rent increase set by the WG for subsidy purposes was an increase of £3.30 for the Council. A £3.30 increase as a percentage of the authority's average actual weekly rent in 2013-14 was equivalent to an increase of 4.14% in actual rent.

The target rent increase per property type was detailed below:-

Type	Present Average Target Rent (Based on 50 Chargeable Wks)	Proposed Average Rent Incr (+)/ Decr (-) (Based on 50 Chargeable Wks)	Proposed Average Target Rent for 2014/15 (Based on 50 Chargeable Wks)
Bungalow	£82.02 per week	+£3.40 per week	£85.42 per week
Flat	£71.62 per week	+£2.97 per week	£74.59 per week
House	£89.24 per week	+£3.69 per week	£92.93 per week
Maisonette	£78.27 per week	+£3.24 per week	£81.51 per week
TOTAL	£81.75 per week	+£3.38 per week	£85.13 per week

Garage Rents - The rent of freestanding garages was currently £6.57 per week. It was proposed that rent for all garages be increased 4.14% to £6.84 per week. This percentage increase was in line with the recommended increase to dwelling rents (before transitional adjustments).

Ty lolo Hostel - The current charge for persons accommodated was £147.76 per week. It was proposed that the weekly rent charge be increased 4.14% to £153.88 per week. As rooms at the hostel were classified as HRA dwellings, the rents charged were also subject to Housing Benefit Rent Rebate Limitations, which meant that hostel rents should be in line with the guideline rent increase issued by WG.

28 Evans Street, Barry - This property, owned by the Council, was let to Llamau Housing Trust and comprised of six units of accommodation. The current weekly charge was £492.61. It was proposed that the charge be increased by a maximum of 4.14%, in line with the recommended increase for the Hostel. The weekly charge would, therefore, be £513.00 per week.

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Temporary Accommodation - The average current weekly charge including additional management, utility and service charge costs was £146.17. It was proposed that the rent element be increased by a maximum of 4.14%, in line with the WG recommended guideline increase. The weekly charge would, therefore, be £152.22 per week.

Sheltered Housing Guest Suites - It was proposed that the charges for guest room facilities be increased by 4.14% to £11.47 per person per night for double occupancy and £16.40 for single occupancy.

The following charges were not affected by the HRA Subsidy Determinations, but were based on the agreed Service Charge Policy, which stated that charges would be based on the best estimated cost of providing the service in the forthcoming year, using prior year's information and any known contract costs:-

Heating - The cost of providing heating to sheltered properties had increased. It was proposed that the charge be increased from £8.20 per week to £9.37 per week based on the actual costs incurred in the 12 months prior to the budgeting period.

Warden Management and Support Charge - It was proposed that the Warden Management and Support charge remain unchanged for 2014/15. Changes to the Supporting People Grant funding criteria (funding would be based on need rather than tenure) could result in significant changes to the funding structure of the Councils Sheltered Housing Service and could mean that charges would change again. For this reason it seemed appropriate to leave the charges at 2013/14 levels for the time being.

Vale Community Alarm Service (VCAS) - This was a charge which formed part of the inclusive rent, but was separately identifiable. It had been proposed to increase the VCAS charges by 4.14%.

Sewerage Treatment Plants - The charge to owners of all purchased and private dwellings connected to Council-owned and maintained treatment plants were currently £311.01 per annum, based on the average charge payable if the properties were connected to the main sewerage system. It was proposed that these dwellings continue to be charged at a similar sewerage rates to the Water Schedule 2014/15 issued by Dwr Cymru Welsh Water. The Welsh Water Schedule was not available at the time of writing.

RESOLVED –

(1) T H A T the final Housing Revenue Account (HRA) budget proposals for 2014/15 as outlined below be approved:

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	Proposed Budget 2014/15
	£'000
HRA General	(15,876)
Housing Repairs	2,614
HRA Subsidy Payable to WG	5,043
General Management	1,253
Special Services	877
Capital Expenditure from Revenue Account (CERA)	7,987
Central Support & Operational Buildings	1,276
Capital Financing	340
(Surplus)/Deficit for the Year	3,514
Working Balance Brought Forward	(5,441)
Working Balance Carried Forward	(1,927)

(2) T H A T the increases suggested for rent and other services as set out in paragraphs 13-24 of the report to Cabinet on 24th February, 2014, be approved.

(3) T H A T the following charges for the 2014/15 financial year be approved:

50 Week Basis	Current Charges	Proposed Charges
Heating	£8.20 per week	£9.37 per week
Warden Support Charge	£7.08 per week	£7.08 per week
Warden Management Charge	£3.54 per week	£3.54 per week
VCAS: - Piper - Communicall	£4.02 per week £4.56 per week	£4.19 per week £4.75 per week
Grounds Maintenance	£1.22 per week	£1.24 per week
Cleaning of communal areas	£1.91 per week	£1.83 per week
Lighting of communal areas	£1.34 per week	£1.12 per week
Laundry Facilities	£0.18 per week	£0.23 per week
Window Cleaning	£0.27 per week	£0.28 per week
Lift Maintenance	£1.08 per week	£0.49 per week
Door Entry	£0.46 per week	£0.28 per week

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Intercom	£0.69 per week	£1.00 per week
Sewerage Treatment Plants	£311.01 per annum	Based on the Rateable Value (RV) from the Welsh Water Schedule 2014-15

(4) T H A T all changes to rents and service charges be implemented from 7th April 2014 and that increase notices be sent to tenants 28 days in advance of the new charges coming into effect.

883 FINAL CAPITAL PROPOSALS 2014/15 TO 2018/19 (REF) –

Given the fact that they were Minor Authority Representatives on various school Governing Bodies alluded to in the report, Councillors Claire Curtis, Howard Hamilton and Nic Hodges left the meeting for the duration of this item.

Approval was sought for the final Capital Programme proposals for the years 2014/15 to 2018/19. The initial capital proposals were submitted to Cabinet on 18th November 2013 (Minute C2074) and subsequently referred to Scrutiny Committees in December 2013.

The Leader pointed out that, in responding to the initial Capital Programme budget proposals, Scrutiny Committee (Corporate Resources), at its meeting on the 10th December 2013 (Minute No. 688), considered comments from other Scrutiny Committees as set out below.

- Economy and Environment – 3rd December – noted report.
- Housing and Public Protection – 4th December – noted report.
- Lifelong Learning – 9th December – noted report
- Social Care and Health – 2nd December – noted report. Members noted the reduced size of the proposed Capital Programme and enquired if this was as a result of choice or necessity. In response, Members were advised that the bids were based on pragmatism. In addition in response to a question, Members were informed that the Welsh Government had agreed a further Capital injection towards Flying Start, and the Directorate had bid for £250,000 for 2014/15.

The minutes and recommendations of Scrutiny were referred to Cabinet on 16th December 2013 (Minute No.C2140) and referred by them for consideration by the Budget Working Group. Subsequently the Budget Working Group noted all the Scrutiny Committees' recommendations and took responses into account in drafting the final budget proposals. With regard to the comments made by the Scrutiny Committee (Social Care and Health) regarding the reduced size of the Capital Programme, the Budget Working Group concurred that the reduced number of bids was due to pragmatism. With regard to the comment on Flying Start the Council had

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been awarded £150,000 in 2014/15 and this had been included in the Final Capital Proposals.

The Leader continued to speak to the report in some detail. On 11th December 2013, the Welsh Government announced the final 2014/15 General Capital funding settlement. There had been a £36k (0.65%) reduction in funding from 2013/14, which was a slightly greater reduction than had been assumed in the Initial Capital Programme Proposals report in November 2013 (£5.528m compared to £5.530m). The figure for 2015/16 was based on the forward indication from Welsh Government and maintained the level of Capital Funding at £5.528m. A General prediction for public sector finances was for a continuing period of austerity. Consequently, further cuts of 10% in 2016/17, and each year thereafter, had been assumed. A table representing the capital funding from the Welsh Government was shown below:

Resources from Welsh Government	2014/15	2015/16	2016/17	2017/18	2018/19
	£'000	£'000	£'000	£'000	£'000
Supported Borrowing - General Fund	3,437	3,437	3,093	2,784	2,505
General Capital Grant	2,091	2,091	1,882	1,694	1,525
Totals	5,528	5,528	4,975	4,478	4,030

Another means of financing capital expenditure was through capital receipts resulting from the sale of assets. Receipts from the sale of Housing Revenue Account (HRA) assets could only be spent in the HRA and could not be used to finance General Fund capital schemes. As at 31st March 2014, the forecast balance of useable General Fund capital receipts was £8.845m with a further £1.185m estimated to be generated between 2014/15 and 2018/19. It should be noted, however, that projected future capital receipts was not guaranteed.

If the schemes shown in Appendix A were approved, the effect on General Fund useable capital receipts would be as shown in the following table.

General Fund Capital Receipts	£'000
Estimated Balance as at 31 st arch 2014	8,845
Anticipated Requirements – 2014/15	(2,343)
Anticipated Receipts – 2014/15	1,185
Balance as at 31 st March 2015	7,687
Anticipated Requirements – 2015/16	(865)
Anticipated Receipts – 2015/16	0
Balance as at 31 st March 2016	6,822
Anticipated Requirements – 2016/17	(3,233)
Anticipated Receipts – 2016/17	0
Balance as at 31 st March 2017	3,589
Anticipated Requirements - 2017/18	(1,695)
Anticipated Receipts - 2017/18	0
Balance as at 31 st March 2018	1,894
Anticipated Requirements - 2018/19	0

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Anticipated Receipts - 2018/19	0
Balance as at 31 st March 2019	1,894

Capital expenditure could also be funded by revenue contributions or the utilisation of existing reserves. A reserve was a sum of money that had been set aside by the Council for a specific purpose. They were voluntary and could be made when the Council determined. Advances could be made from a reserve for the purchase of assets, which were then repayable over the life of the asset and the reserve was constantly replenished e.g. Vehicle Renewals Fund. Alternatively schemes could be funded from reserves with no repayment, however, once spent that source of funding was lost.

One such reserve was the Project Fund that existed to finance capital and revenue projects. The aim of the Fund was to initially finance a project with repayment of such advances (including interest), where possible, being credited back to the fund. The estimated balance of the Fund was at 31st March 2014 was £4.217m. The following table showed the projected position of the fund over the next five years.

Project Fund Balance	£'000
Estimated Balance as at 1 st April 2014	4,217
Anticipated Requirements – 2014/15	(1,754)
Anticipated Receipts – 2014/15	402
Balance as at 31 st March 2015	2,865
Anticipated Requirements – 2015/16	(450)
Anticipated Receipts – 2015/16	100
Balance as at 31 st March 2016	2,515
Anticipated Requirements - 2016/17	(400)
Anticipated Receipts - 2016/17	60
Balance as at 31 st March 2017	2,175
Anticipated Requirements – 2017/18	(100)
Anticipated Receipts – 2017/18	60
Balance as at 31 st March 2018	2,135
Anticipated Requirements – 2018/19	0
Anticipated Receipts – 2018/19	0
Balance as at 31 st March 2019	2,135

In a similar vein, the Council had an IT Fund estimated at £4.374m at the end of 2013/14. The Council relied heavily on technology to deliver its services and the Fund allowed investment in the infrastructure and also enabled the Council to exploit opportunities to reduce the cost of services. This was in accordance with a report from the Wales Audit Office in December 2012 entitled 'Use of Technology to Support Improvement and Efficiency in Local Government'. Best practice highlighted in the report recommended that 'A corporate technology development fund was used to fund all developments with commitment that efficiencies replenish funds'.

Other means of generating income to fund capital projects was through monies forthcoming under S106 planning obligations and the new Community Infrastructure Levy.

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The Leader reminded Members that, outside of the above, the Council was heavily dependent on specific grant funding to supplement its own resources if certain capital schemes were to be progressed. Generally, this came via Welsh Government, although contributions from other public sector organisations or associated bodies were also forthcoming. It was estimated that over the next five years, the level of specific grant funding for General Fund schemes at just over £42.757m could be over two thirds more than the level of General Capital Funding for the same period (£24.541m). Many of these schemes required a match funding contribution to be made by the Authority to the cost of the scheme.

When considering options for capital financing, the ability of the Council to finance the repayment of any loans it raised for the funding of capital schemes must be considered. Part 1 of the Local Government Act 2003 required local authorities to have regard to the Prudential Code that had been developed by CIPFA (the Chartered Institute of Public Finance and Accountancy) as a professional code of practice. In setting the Capital Programme, the Council must ensure that the key objectives of the Prudential Code were complied with. The Council must ensure that its capital investment plans:

Are affordable, and that

- All external borrowing and other long term liabilities are within a prudent and sustainable level.
- The consequent treasury management decisions for Prudential Borrowing (also referred to as Unsupported Borrowing) are taken in accordance with good professional practice.

The Code recognised that in making capital investment decisions the Council must have had regard to option appraisal, asset management planning and strategic planning. However, given, the expected severity of cuts in future revenue resources, the potential for servicing debt not funded by Welsh Government as part of General Capital Funding or already provided for (e.g. Prudential Borrowing for the Schools Investment Programme and Housing Improvement Programme) was extremely limited as this would need to be funded through the revenue budget.

The projected amount of prudential borrowing utilised at 31st March 2014 was £6.46m which was made up of £4.46m for Highway Improvements under the Local Borrowing Initiative and £2m for Penarth Learning Community. After allowing for repayments the balance was expected to be £6.176m.

Scheme	2014/15	2015/16	2016/17	2017/18	2018/19	Total	
	£000	£000	£000	£000	£000	£000	Affordability
Penarth Learning Community and Llantwit Learning	3,370	2,074	0	0	0	5,444	Up to £313k p.a. for Penarth and up to £210 p.a for Llantwit to be funded from

No.

Community							savings identified from the scheme and Education revenue budgets
Housing Improvement Programme	6,034	12,225	12,529	1,152	1,051	32,991	Repayments factored in as part of Housing Business Plan
Local Highway Network Improvements	2,230	0	0	0	0	2,230	Repayments funded from savings in existing highways expenditure funded through additional RSG
Totals	11,634	14,299	12,529	1,152	1,051	40,665	

Total new Prudential Borrowing over the next five years was estimated at £40.665m of which £32.991m related to the Housing Improvement Programme.

At the end of the Capital Programme period (31st March 2019) the outstanding prudential borrowing taking into account repayments was expected to be £11.858m General Fund and £31.284m HRA.

Proposed Capital Programme 2014/15 to 2018/19

Following consideration of all of the above, the proposed five year Capital Programme 2014/15 to 2018/19 had been attached at Appendix A to the report to Cabinet on 24th February 2014. Since the Initial Capital Proposals were prepared, a small number of amendments were received and were outlined below.

An additional bid had been received from Social Services for urgent works required to Hen Goleg clock tower to address the health and safety risk for falling masonry at the site. Social Services were asked to reprioritise their schemes in light of the urgent nature of these works and as a result removed the proposed schemes at Gardenhurst.

As part of the review of schemes it was identified that the works at Castleland Community Centre relating to roof renewal that were programmed in for 2014/15 had been carried out in 2013/14, therefore this scheme had been removed from the Programme.

Given the number of issues encountered with schools in 2013/14 Capital Programme, particularly given the issue with Lath and Plaster at the Authority's Victorian schools and other issues with falling masonry, a specific programme was required to address the issue. To help minimise the risk of occurrence of a similar problem in future provision had been made within the Capital Programme for

No.

property condition surveys in schools. The costs of these surveys would be funded by a contribution from the School Investment Strategy Reserve. In addition, additional Asset Renewal Funding was being proposed the Final Capital Programme of £300k in each of 2014/15 and 2015/16 this should be funded by a contribution from the School Investment Strategy Reserve. Additional funding had also been provided in 2015/16 for the School Investment Programme of £500k. This would also be funded from a contribution from the School Investment Strategy Reserve.

Given the importance of the Highways network, additional asset renewal of £300k in 2014/15 and £300k in 2015/16 had been included in the Capital Programme to be funded from the Visible Services Reserve.

The Final Capital Programme for Housing includes an additional £600k for Void Properties in 2014/15 to be funded using a revenue contribution.

Whilst no specific sum had been included in the Capital Programme at this time, the Council would be investigating the possibility of improving facilities at Jenner Park. The costs of any improvements would be funded by a contribution from the Visible Services Reserve.

School Investment Programme

The 21st Century Schools Programme was the Welsh Government's funding initiative for investment in schools. The first tranche of schemes, Band A, was submitted to the Welsh Government by November 2011. Band A schemes ran from 2013/14 to 2018/19 and Welsh Government funding available covered 50% of the costs. (Penarth Learning Community was now under construction and was being funded under separate transitional arrangements.)

The schemes included under the Band A submission between 2013/14 and 2018/19 were: - Nant Talwg (£2.737m), Dewi Sant (£3.039m), Barry Cluster (£4.2m) and Llantwit Learning Community (£22.100m), small discrepancies between the figures shown and in the table below were due to additional funding allocated from reserves or asset renewal for the schemes.

The following table showed the total spending on the Education Programme from 2013/14 to 2018/19 incorporating expenditure as part of the School Investment Programme under 21st Century Schools funding (the final year of Band A schemes), with gross expenditure totalling £85.401m. Asset renewal includes £50k annually to be ring fenced as a contingency for urgent schemes. Any unspent portion of this £50k may be rolled forward to the following financial year.

Proposed Education Programme to 2018/19							
	13/14	14/15	15/16	16/17	17/18	18/19	TOTAL
By Scheme	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Penarth Learning Community	22,397	15,012	4,680	0	0	0	42,089

No.

Demolition of St. Cyres	300	0	0	0	0	0	300
Demolition of Ysgol Maes Dyfan	0	200	0	0	0	0	200
Nant Talwg	1,227	1,498	39	0	0	0	2,764
Dewi Sant	302	1,823	848	68	0	0	3,041
Llantwit Learning Community	0	0	7,104	9,471	5,525	0	22,100
Barry Cluster (Ysgol Gwaun Y Nant and Oakfield)	0	2,747	600	500	0	0	3,847
Barry Cluster Colcot	0	0	0	250	250	0	500
Barry Comp. Art Block	0	315	10	0	0	0	325
School Investment Programme	0	0	500	0	0	0	500
Asset Renewal	1,356	950	950	650	650	650	5,206
School IT	200	200	200	200	200	200	1,200
Property Condition Surveys	0	40	40	0	0	0	80
Schools Capital Loan Scheme	300	300	300	300	300	300	1,800
Other	759	0	0	0	0	0	759
Learning in Digital Wales Grant	690	0	0	0	0	0	690
	27,531	23,085	15,271	11,439	6,925	1,150	85,401

The schemes in the Education Capital Programme included the enhanced scheme for Llantwit Learning Community with a revised cost of £22.1m. The Business Case had been submitted to Welsh Government using Delegated Powers. There were various risks in the funding for the scheme regarding Capital Receipts and additional Welsh Government grant required to fund the scheme, these could be mitigated to a certain extent through a combination of delaying the amalgamation stage of the scheme to qualify for funding under Band B of 21st Century Schools funding, value engineering the scheme to reduce its overall costs and limited additional use of reserves. However if no additional grant was received from Welsh Government and no Capital Receipt was received from the Eagleswell site the Council would be unable to progress the scheme.

The Education Capital Programme was funded as followed in the table below:

Funding of Education Programme to 2018/19							
	13/14	14/15	15/16	16/17	17/18	18/19	TOTAL
By Funding Source	£'000	£'000	£'000	£'000	£'000	£'000	£'000
General Capital Funding	5,141	3,354	1,724	4,079	1,650	650	16,598
Capital Receipts	427	147	552	611	1,763	0	3,500
Revenue Contribution	794	0	0	0	0	0	794
School Investment Programme Reserve	2,086	2,029	1,534	1,195	125	0	6,969
Schools Rationalisation and Improvements Reserve	300	300	300	300	300	300	1,800
IT Fund	200	200	200	200	200	200	1,200

Prudential Borrowing Pending Receipts	2,000	2,000	0	0	0	0	4,000
Prudential Borrowing	0	1,370	2,074	0	0	0	3,444
Total Internal Funding	10,948	9,400	6,384	6,385	4,038	1,150	38,305
Other Councils' Contributions	0	0	1,330	0	0	0	1,330
S106 agreements and other External Contributions	120	693	0	0	0	0	813
Welsh Government Grant	16,463	12,992	7,557	5,054	2,887	0	44,953
Total Funding	27,531	23,085	15,271	11,439	6,925	1,150	85,401

Housing Improvement Programme

The Welsh Government required all local authorities who retained their housing stock to submit an acceptable Housing Business Plan annually that incorporated a detailed financial forecast in the form of a 30 year financial model. The Business Plan was the primary tool for a local authority's housing landlord service and included all assets within the Council's Housing Revenue Account (HRA).

The latest annual Plan was submitted to Welsh Government in December 2013, and formed the basis of the Major Repairs Allowance (MRA) grant application, a pivotal financing component for the Housing Improvement Programme (to meet the Welsh Housing Quality Standard).

The MRA for 2014/15 had not yet been announced by the Welsh Government but the assumed budget in Appendix A attached to the report remained at £2.8m p.a., as received in 2013/14.

The Final Capital Programme included an additional £600k for Void Properties in 2014/15 to be funded using a revenue contribution.

The latest Business Plan projections were reported to Cabinet on 2nd December 2013 (minute no. C2113) and approved at the Council meeting of 18th December 2013. The Plan outlined an increase in the total amount of Prudential Borrowing required than was previously assumed from £32.4m to £33.9m. The date anticipated that all prudential debt could be repaid was now 2032/33 (previously 2031/32).

Other Schemes

A sum of £400k had been scheduled for 2014/15 for a Replacement Client Record System in Social Services.

A sum of £800k per annum was included to address high priority Visible Services assets and infrastructure improvements. A further £2.230m under the Local Government Borrowing Initiative was being utilised in 2014/15 for local road network improvements.

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Flood Risk Management funding of £100k was provided in addition to funding slipped from 2013/14 for Flood Risk Management Schemes at Coldbrook and Boverton.

A sum of £300k had been allocated annually in relation to the Barry Regeneration Partnership. As well as being used for preparatory work (e.g. site investigations), this could also be applied as match funding to lever additional sources of grant funding. In addition, a further £150k had been allocated each year to fund regeneration initiatives including feasibility studies. A sum of £50k had been allocated in 2014/15 and 2015/16 for feasibility studies into future improvements at Penarth Esplanade and other Penarth regeneration.

Funding for Disabled Facilities Grants of £4.6m had been provided over the five years.

The Capital Programme included funding for the Space Project £1.195m in 2014/15 and £300k in 2016/17. This investment was funded by the Project fund was expected to achieve net revenue savings.

The table below detailed the General Capital Funding and internal resources required to fund the schemes proposed in Appendix A.

Analysis of Net Funding Required for the 2014/15 Capital Programme	
General Fund	£'000
Welsh Government Resources:	3,437
Supported Borrowing	2,091
Council Resources:	
Capital Receipts	2,343
Unsupported (Prudential) Borrowing	5,600
Revenue/Reserves/Leasing	8,307
Net Capital Resources	21,778
Housing	
Council Resources:	
Capital Receipts	1,525
Unsupported (Prudential) Borrowing	6,034
Housing Reserves	7,987
Net Capital Resources	15,546

No.

Reduced resources would restrict the number and size of capital schemes that the Council was able to fund. The gross value of schemes assessed as lower corporate priority and risk totals £8.956m between 2014/15 and 2018/19 and as advised in the 18th November 2013 Initial Capital Proposals are not included in the Final Proposed Capital Programme 2014/15 to 2018/19.

There would also be significant pressures on spending post 2018/19 which were not yet funded. These include the backlog of school, highway and buildings repairs which in time could expand beyond issues associated with repairs and maintenance to those of 'fit for purpose' considerations.

Annual Minimum Revenue Provision Statement 2014/15 - there were two elements of cost where capital expenditure was financed by long-term borrowing. Interest on borrowing and principal (or capital) element charged as 'minimum revenue provision' (MRP). The Local Authorities (Capital Finance and Accounting) (Wales) (Amendment) Regulations 2008 which came into force on 31st March 2008, replaced the detailed statutory rules for calculating MRP with: 'A local authority must calculate for the current financial year an amount of minimum revenue provision which it considers to be prudent.'

WG had issued guidance on what constituted prudent provision and that required the Council to approve a statement each year of the policy on making MRP. The MRP charge in 2014/15 for capital expenditure incurred would continue to be calculated in accordance with the methodology prescribed by the regulations in force until 31st March 2008. Another option would have been to calculate the MRP on the non-housing Capital Financing Requirement (CFR) at the end of the preceding year, i.e. without making the adjustment. However, the option that had been used more accurately reflected the MRP that should be charged. Such costs are supported by Revenue Support Grant.

MINIMUM REVENUE PROVISION	£'000
Estimated Non Housing Capital Financing Requirement	
at 31.03.14*	109,957
Add Adjustment A **	2,004
Total	111,961
4% of the Total (the adjusted CFR)	
MRP	4,478

* The Non Housing Capital Financing Requirement measured the Council's underlying need to borrow for capital purposes and was the Council's cumulative capital expenditure not financed by other means, less the total MRP made in previous years. (Supported Borrowing).

** Adjustment A nullifies the revenue effect of the changes to MRP calculation following the introduction of the Prudential Code in 2004.

No.

Capital expenditure incurred during 2014/15 would not be subject to a MRP charge until 2015/16.

The Authority had included in its 2014/15 revenue estimates a principal repayment of £348k in respect of the Prudential (unsupported) borrowing i.e. not supported for Revenue Grant purposes for the Penarth Learning Community scheme and the Local Road Network Improvement scheme

The Section 151 Officer considered that the estimated costs of unsupported borrowing were both prudent and sustainable

Sustainability was one of the main strands of the financial strategy for capital. Several of the schemes included in the proposals would assist in addressing the impact of climate change. Details were set out in the main body of the report to Cabinet.

One of the purposes of the Sustainable Development Working Group was to review the sustainability of major capital schemes. Wherever possible, the Council strove to reduce carbon emissions and improve energy efficiency and positively encourages waste reduction initiatives.

Councillor Dr. Ian Johnson welcomed the commitment to Jenner Park.

With regard to the School Investment Programme, he asked what was being anticipated for capital requirement if the merger of comprehensive schools in Barry took place, bearing in mind the long term nature of the strategy.

The Leader responded that, at this stage, it was impossible to tell because there had been no decision as to whether or not it would be a merger or new schools. Any decision regarding the Capital Programme would need to be considered in due course and following the consultation exercise and consideration of its outcome.

The Cabinet Member for Children's Services pointed out that the outcome of the consultation would be looked at by the Project Board, of which Councillor Hodges was a member. As part of that work, the additional capacity now existing within the Learning and Skills Directorate was looking at the capital part of the scheme, as well as any physical merger. He intended to bring a report to Cabinet before the summer recess which would look at the full scheme.

RESOLVED –

- (1) T H A T the final budget proposals for the Capital Programme for the years 2014/15 to 2018/19, as set out in Appendix A attached to the report to Cabinet on 24th February 2014, be approved.
- (2) T H A T the Director of Resources, in consultation with the Cabinet Member responsible for Finance, be given delegated authority to make additions,

No.

deletions or transfers to or from the 2014/15 to 2018/19 Housing Capital Programme as appropriate.

- (3) T H A T the Director of Resources, in consultation with the Cabinet Member responsible for Finance, be given delegated authority to make additions, deletions or transfers to or from the 2014/15 to 2018/19 Asset Renewal budgets as appropriate.
- (4) T H A T the Renewal Area Grant, once approved by the Welsh Government, be automatically included in the 2014/15 Capital Programme.
- (5) T H A T the policy for making Minimum Revenue Provision in 2014/15 be approved.
- (6) T H A T the Managing Director and her staff and Directorates be thanked for their hard work and input in bringing together the report.

884 FINAL PROPOSALS FOR THE REVENUE BUDGET 2014/15 (REF) –

In introducing this item, the Leader indicated that it had been a particularly difficult budget to formulate and that it represented the continuation of the Council's strategy in terms of its Medium Term Financial Plan. He thanked officers for their work in developing the budget proposals and commended the budget itself.

Revenue Settlement 2014/15

The Welsh Government (WG) had provided the Council with final figures for next year's settlement. The Council's total Standard Spending Assessment (SSA) had been notified as £215.041m, which represented a decrease of £4.171m over 2013/14. Transferred into the settlement were resources totalling £119k relating to the First Steps Improvement Package Additional Funding (a significant decrease on the £646k awarded for 2013/14) and £177k in relation to the Council Tax Reduction Scheme Additional Subsidy. There were no transfers out of the settlement.

In addition, the settlement included the transfer in of the Council Tax Reduction Scheme "top up" of £788k and an increase to cover the costs of borrowing under the Local Government Borrowing Initiative (LGBI) for Highways of £152k.

WG required each local authority to compare its total budget for education to its Education Indicator Based Assessment (IBA). It must then report on the reasons why it may have chosen to set a budget for education that differed from its IBA (£95.826m for the Vale). The report would need to be made available for consideration by the Council's Schools Budget Forum, full Council and by WG. A proposed draft of the report had been prepared jointly by the Chief Learning and Skills Officer and Director of Resources and had been considered by Cabinet on 24th February 2014.

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The Council would receive from WG Revenue Support Grant (RSG) of £118.125m and Non-Domestic Rates £39.516m. These amounts together totalled £157.641m and constituted the Council's Aggregate External Finance (AEF).

The Leader pointed out that, when taking into account the above, the effective reduction in AEF for the Council was significant at just over 5%, about £8.5m. This was larger than the 4% reduction assumed in the Medium Term Financial Plan.

WG had announced that the Outcome Agreement Grant allocated to the Vale was £1.236m. This was an unhypothecated grant (i.e. not earmarked for particular services). The Council was not guaranteed to receive the full amount of the Outcome Agreement Grant. The proportion of the grant eventually received in 2014/15 was determined by a ratings score of the Council's performance in achieving its 2013/14 Outcome Agreement targets.

In addition, revenue funding for collaborative initiatives in 2014/15 had been made available by WG in the form of £1.485m for the continuation of the Regional Collaboration Fund (RCF) and £1.114m (plus £557k capital) allocated to the Vale in respect of the new Intermediate Care Fund (ICF). The RCF funding was being utilised to support existing initiatives associated with social care, the Regulatory Services shared service, Cyd Cymru energy, the Cardiff and Vale Sexual Assault Referral Centre and Alcohol Treatment Centre. The ICF allocation was to be used to build on effective working across health, social services and housing to improve the planning and provision of integrated services. A report on progress on the RCF and proposals for the ICF projects would be submitted to Cabinet in the near future.

Cabinet approved the Budget Strategy and Timetable for 2014/15 on 29th July 2013 (Minute No. C1427). As part of this strategy, Directors were asked to consider bringing forward the implementation of the approved savings for 2015/16 and 2016/17 and to consider other areas for further savings. This resulted in initial proposals to bring forward £2.324m of savings to add to the £4.975m already set for 2014/15 (a total of £7.299m).

The 2014/15 initial revenue budget proposals built upon the strategy in the light of the provisional 2014/15 settlement figures received from WG. This showed a provisional shortfall against base budget of £9.854m rising to a possible £15.838m if all cost pressures were to be funded. This potential level of budget shortfall in one year was unprecedented and the Cabinet Budget Working Group (BWG) had been undertaking further work when formulating the final revenue budget proposals.

In particular, the BWG had regard to the need to achieve a balanced budget both for 2014/15 and in future years. This included:

- The results of consultation with the school budget forum, Scrutiny Committees and external stakeholders;
- Ways in which cost pressures could be reasonably reduced or mitigated;
- A further review of the proposed savings for 2014/15;

No.

- The progression of corporate projects on income generation, transportation costs and buildings;
- The existing financial strategies in place for Education and Schools, Social Services and Other Services;
- Possible increases in Council Tax;
- The projected funding position for 2015/16 and 2016/17;
- The potential to use substantial levels of reserves as part of a defined financial strategy and to allow a more thorough review of options for savings and their implications, alternative methods of service delivery and collaborative ventures.

Proposed Budget 2014/15

The proposed budget for 2014/15 had been set in line with the current financial strategy and a summary of the overall position had been attached at Appendix B to the report to Cabinet on 24th February 2014.

Asset rentals were accounting adjustments reflecting charges to services for the use of assets. They did not constitute “real” expenditure and were reversed out and replaced by the cost of capital within Policy. Similarly, IAS 19 changes were technical accounting adjustments to the costs of pension contributions, which were reversed out in Policy. Neither of these adjustments were, therefore, a part of the total expenditure of the Council.

Recharges / transfers related to movements in charges between internal Council Services and the transfer of functions. Overall, there was a neutral impact on the budget. Included was a transfer of £320k from Education to Children and Young People for the education element of the costs of jointly funded Looked After Children residential placements.

Budget Adjustments included an increase to the Social Services budget (£42k) in respect of a change in the use of the Social Services Fund; a reduction of £880k to Policy as provision for the incremental effect of job evaluation which was no longer required; and a reduction of £67k in respect of time limited growth items in the 2013/14 budget.

Inflation (excluding schools) amounted to £2.252m of which £0.603m related to 1% allowance for pay awards and £1.649m (2%) for general price increases. It should be noted that the current stance of the Trade Unions in respect of a national pay award for 2014/15 (£1 per hour on each pay scale), if implemented, would cost the Council approximately £4.8m per annum. This had not been factored in to the budget proposals on the basis that it was unaffordable but it remained a risk nevertheless. The BWG had reviewed and updated the cost pressures. Those that could not be mitigated or reduced were included within the Net Growth figure of £2.641m. The breakdown of this sum was shown at Appendix C attached to the report to Cabinet.

The savings had also been reviewed by the BWG and totalled £7.391m. It was proposed that a further £1m be taken from the General Fund Reserve, increasing the

No.

contribution from the Fund to £2.5m for 2014/15. The details of the 2014/15 savings were included at Appendix D attached to the report to Cabinet.

Services

Learning and Development

	Educ./ Schools	Libraries	Lifelong Learning	Youth Services	Catering	Total
	£'000	£'000	£'000	£'000	£'000	£'000
Budget 2013/14	94,200	2,608	198	1,154	1,748	99,908
Recharges/Transf.	(346)	2	(6)	(55)	(8)	(413)
Inflation	292	30	12	14	33	381
Net Growth	215	0	0	0	0	215
Savings	(951)	(50)	0	(27)	(23)	(1,051)
Changes in Asset Rentals / IAS 19	(41)	(1)	0	(2)	(7)	(51)
Budget 2014/15	93,369	2,589	204	1,084	1,743	98,989

WG had continued to build into the settlement protection for schools via their Minimum Funding Commitment (MFC), which was equivalent to 1% above the change in the Assembly's revenue funding allocation from the UK Government. To fulfill WG's commitment, councils were required to ensure that their net Individual Schools Budget (ISB) was increased by at least this percentage after adjusting for changes in pupil numbers.

Half of this commitment was met from increases in the Pupil Deprivation Grant (PDG), which was allocated on the basis of free school meals eligibility data. This funding equated to £913 per pupil aged 5-15 eligible for free school meals (previously £450 in 2013/14). As schools across the Vale had differing proportions of pupils eligible for free school meals they would benefit to a very varying degree from the additional funding.

The balance of 0.45% was applied to the net Individual Schools Budgets. The protection applied to schools in these budget proposals was in accordance with the Minimum Funding Commitment.

The details of net growth were shown at Appendix C attached to the report to Cabinet. This included the net Minimum Funding Commitment increase of £94k (an equivalent amount having also been allocated from the increase in PDG). A further £94k related to Children's Placements, where 50% of the cost pressure had been awarded in line with the financial strategy approved by Council in March 2013. £27k related to the reorganisation of premises for the Pupil Referral Unit.

No.

The Leader then took Members in detail through the various savings which had been identified across Directorates.

Savings for Central Education in 2014/15 totalled £951k, of which £460k related to the annual contribution to the Schools Investment Strategy.

Additional Learning Needs (ALN) had been identified by the Directorate as a specific risk area where there had been a trend of increasing overspends. This included the demand and cost of children's placements in independent schools and other authorities and concerns over reducing levels of out of county income in the future.

The Chief Learning and Skills Officer intended to prepare a further medium term service and financial strategy specifically for Education. The strategy would identify the options necessary to keep the service within its likely resources and meet savings. Work was also commencing on a total ALN strategy, which would encompass Council expenditure in and out of county as well as projected income from other authorities.

The Chief Learning and Skills Officer would also set out how she would provide support to schools in planning their own budgets over the medium term and achieve the savings required to meet their net cost pressures.

It was suggested that the Schools Budget Forum be consulted before any final decision was made on the split of the funding between Central Education and the Schools. It was recommended that delegated authority be given to the Chief Learning and Skills Officer to determine the split in the light of that consultation, subject to the minimum WG target for the ISB being met.

Social Services

	Children and Young People	Adult Services	Business Mgmt. & Innovation	YOS	Total
	£'000	£'000	£'000	£'000	£'000
Budget 2013/14	14,255	36,044	379	717	51,395
Recharges/Transf.	312	147	(115)	(65)	279
Adjustments	20	22	0	0	42
Inflation	224	623	42	12	901
Net Growth	150	400	0	0	550
Savings	(150)	(563)	0	0	(713)
Changes in Asset Rentals / IAS 19	(50)	(45)	(5)	0	(100)
Budget 2014/15	14,761	36,628	301	664	52,354

The details of the net growth were shown at Appendix C attached to the report to Cabinet. A sum of £119k had been included in the WG revenue settlement in

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relation to the First Steps additional funding for non-residential care for 2014/15 (the 2013/14 allocation was £646k).

In line with the financial strategy for the service, £150k had been allocated to Children and Young People as a 50% contribution towards other burgeoning costs pressures, such as increasing complex needs. £132k and £149k respectively had been earmarked to meet the full demographic pressures associated with Older People and Older People's Mental Health and future growth in Young People with Learning Disabilities (transitions reaching the age of 18). This proposal had been made by the BWG having regard to the results of the internal and external consultation process on the budget.

The latest projected outturn for Social Services this financial year indicated a break-even position. However, there remained continuing pressures on the service, particularly in relation to the costs of care packages. Having regard to the issue of care packages and the results of the budget consultation, the BWG had proposed that £125k of the 2014/15 saving in respect of care packages be deferred until 2015/16 and a further £300k deferred from 2015/16 to 2016/17. This should allow planned collaborative initiatives with Health to take effect as a means of achieving savings and mitigating future cost pressures in this particular area.

Furthermore, for 2014/15, the savings targets which were contained within the Social Services Budget Programme were not proposed to increase. The total savings presently required to meet the Social Services Budget Programme by 2016/17 were £3.970m. No further savings had been added to meet additional corporate savings targets in 2015/16 and 2016/17 with the exception of £117k for the Business Management and Innovation Service.

The greater the delay in achieving the savings, the higher the use of fund required to cover budget shortfalls. This had to be set against the need to allow sufficient time to ensure that the savings were achievable and sustainable. The following table provided a practical time-frame for recovery and would necessitate the continued use of the Social Services Fund set up for this purpose as follows:

Financial Year	Savings Target	Use of Fund
	£'000	£'000
2014/15	713	2,199
2015/16	1,600	1,600
2016/17	1,657	0
Total	3,970	3,799

The Director of Social Services would continue to review the Social Services Budget Plan and take the necessary action to achieve the level of savings required in accordance with the above timeframe. It was also essential that tight control over expenditure was maintained and that no further overspending occurred.

Visible Services and Housing

	Environment And Visible	Parks and Ground Maintenance	Building Services	General Fund Housing	Total
	£'000	£'000	£'000	£'000	£'000
Budget 2013/14	18,439	3,407	(7)	1,142	22,981
Recharges/Transf.	(134)	50	(15)	3	(96)
Inflation	270	93	26	17	406
Net Growth	618	0	0	0	618
Savings	(1,361)	(40)	0	(96)	(1,497)
Changes in Asset Rentals / IAS 19	80	18	(4)	0	94
Budget 2014/15	17,912	3,528	0	1,066	22,506

Details of net growth were outlined in Appendix C attached to the report to Cabinet and included £216k for Landfill Tax increases, £50k for the cost of changes to pension rules for non-contractual overtime and £200k towards mitigating the reduction in Sustainable Waste Management Grant in 2013/14. In addition, there had been a transfer into the settlement from WG of £152k in respect of the Local Government Borrowing Initiative (LGBI) for Highways.

Savings for 2014/15 were shown at Appendix D attached to the report to Cabinet and totalled £1.497m. A significant proportion of this figure related to initiatives in waste management, which reflected the reduction in the 2013/14 Waste Management Grant. It was anticipated that the figure for 2014/15 would not be known until August 2014 and, consequently, there was a risk of a further reduction in the Grant. Should this occur, the service would need to find further savings. In the event that this proved difficult to achieve in the short term, as a temporary measure only, the Visible Services Reserve might be used to cover to the position.

Development

	Public Protect.	Private Housing	Planning &Transp.	Leisure	Economic Develop.	Total
	£'000	£'000	£'000	£'000	£'000	£'000
Budget 2013/14	2,447	11,213	5,322	4,190	830	24,002
Recharges / Transf.	87	48	73	(223)	(5)	(20)
Adjustments	0	(25)	(30)	0	(12)	(67)
Inflation	43	21	106	43	22	235
Net Growth	0	517	0	0	0	517
Savings	(345)	(29)	(161)	(457)	0	(992)
Changes in Asset Rentals / IAS19	(1)	(1)	(4)	(38)	(3)	(47)
Budget 2014/15	2,231	11,744	5,306	3,515	832	23,628

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Details on net growth were shown in Appendix C attached to the report to Cabinet and totalled £517k. This related solely to Private Housing and comprised of £35k for a reduction in Housing Benefit Administration Grant and £275k to counter the effects of an increase in Council Tax on CTRS payments. A further £30k had been allocated to extend the Council's Over 70s Council Tax Discount Scheme to pensioners aged over 60 year olds in receipt of partial benefit reduction in order to mitigate the withdrawal of the WG national scheme. Transfers into the settlement totalled £177k and related to Private Housing for the Council Tax Reduction Scheme Administration Subsidy formerly received direct from the Department for Work and Pensions.

Savings for 2014/15 were shown at Appendix D to the report to Cabinet and totalled £992k, of which £277k related to working with Parkwood to realise savings from the Leisure Centre Partnership. An extra £135k had arisen from the transfer of Dyffryn House and Gardens to the National Trust. The Public Protection collaboration with Bridgend and Cardiff Councils was also targeted to achieve £315k. Should this saving not accrue in full in 2014/15 due to the implementation of the shared service being delayed, any shortfall might be found from the Public Protection Reserve

The initial budget proposals for savings accruing from reduction in supported bus services had been subject to further review by the BWG. In light of the responses to the budget consultation and the changes in funding approved by Cabinet, savings originally attributed to this area had been reduced by £50k to £40k for 2014/15. The saving would be found from the generation of alternative funding and changing the method of meeting need.

Managing Director

	Resources	Corporate and Customer Services	General Policy	Total
	£'000	£'000	£'000	£'000
Budget 2013/14	203	307	21,438	21,948
Recharges/Transf.	538	208	(496)	250
Adjustments	0	0	(880)	(880)
Inflation	252	63	14	329
Net Growth	0	0	741	741
Savings	(750)	(421)	(1,967)	(3,138)
Changes in Asset Rentals / IAS 19	(14)	(6)	124	104
Budget 2014/15	229	151	18,974	19,354

The full details of the net growth were included in Appendix C to the report to Cabinet and related to General Policy in the form of the additional revenue costs of financing the Capital Programme (£180k) and the impact of the expected increase in

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the employers' superannuation contribution following the triennial actuarial revaluation of the Pension Fund (£561k).

Savings were detailed at Appendix D to the report to Cabinet. Those attributable to the Resources Directorate totalled £750k with a further £421k for Corporate and Customer Services. General Policy savings total £1.967m. £950k of this related to a reduction in the budget available for funding capital expenditure and would restrict the ability of the Council to invest in its infrastructure in the future. £530k was for a reduction in the existing budget provision for debt charges. Should the cost of borrowing subsequently increase the remaining budget could be insufficient to cover costs. Other reductions relate to property costs (£250k) and a reduction in the Fire Authority precept (£237k).

Included within the Policy budget was income from WG for the Outcome Agreement Grant (£1.236m). Payment of the Grant was dependent on the achievement of targets contained within the Outcome Agreement the Council had with WG.

The estimated level of General Reserve at 1st April 2014 was £13.643m. The proposed budget for 2014/15 assumed a use of £2.5m General Reserve to fund revenue expenditure. On this basis the general reserve was estimated to fall to £11.143m at the end of 2014/15. The strategy for 2015/16 and 2016/17 assumed the further use of £4m of the Reserve to fund the revenue budget.

It was projected that the aggregate nursery, primary and secondary balances would be £2.8m in surplus at 31st March 2014. This included 2 primary schools with a projected combined deficit of £31k. All schools with deficit balances would be required to submit a robust action plan for repayment over a period of up to 5 years. The action plans were rigorously monitored by Central Education.

Attached at Appendix G to the report to Cabinet was a schedule showing the reserves and the anticipated balances at 31st March 2014, 2015, 2016 and 2017. The Appendix set out the title of the reserve together with its purpose. A summary of the position was set out in the table below:

Summary of Estimated Reserves Projected to 2016/17	Est. Bal. 31/3/2014	Net Movement	Est. Bal. 31/3/2017
	£'000	£'000	£'000
General Reserve	13,643	(6,500)	7,143
Specific Reserves	38,339	(18,180)	20,159
Total General Fund (excl. Schools)	51,982	(24,680)	27,302
Schools Balances	3,593	(1,801)	1,792
Total General Fund Reserves	55,575	(26,481)	29,094

The total budget shown at Appendix B to the report to Cabinet was £214.331m. After adjusting for discretionary rate relief of £200k, it was £0.910m below the Council's SSA of £215.041m. The 2013/14 budget was £1.466m below the SSA.

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The Council's SSA (IBA) was an indication of the relative resources needed to provide a standard level of service. It was based on statistical data and formulae, any of which could be flawed in assessing need. It was used primarily as a method of distributing AEF. It was not an absolute indicator of a required spending level for a particular service in a particular area. It was for local councils to best determine their own spending priorities in light of local circumstances.

If the Council decided to budget at £214.331m, deducting from this Revenue Support Grant of £118.125m, redistributed non-domestic rates of £39.516m produced a requirement of £56.690m to be met from Council Tax. Dividing the by the Council Tax base of 55,070, gave a level of Council Tax for this Council's purposes (excluding police and community council precepts) for Band D properties of £1,029.42. This was an increase over the current year of £44.28 or 4.5%.

The average of the Council Tax set by councils in Wales for 2013/14 at Band D was £1,000.30, whilst the Vale's was £985.14. The BWG's view was that the proposed increase in Council Tax at 4.5% was a reasonable compromise between the pressure on services (particularly in light of the significant reduction in AEF and consequent level of savings required) and the financial pressures facing Council taxpayers.

The proposed budget used £2.5m of General Reserve. The estimated balance on the General Reserve at 31st March 2015 was £11.143m. The use of reserves for funding recurrent expenditure was clearly not sustainable. Given the level of savings already identified and the lead time for their implementation, it was, however, anticipated that repayments to the General Fund Reserve would not commence until 2016/17. With the proposed strategy, it was currently estimated that by about 2017/18 no use of the General Fund Reserve would be required.

The budget recovery plan for Social Services required an estimated £3.799m from the Social Services Fund to cover revenue expenditure over the next three years to give the Service time to plan and implement remedial action, in order to bring their expenditure within their base budget.

In order for the Council not to be exposed to unacceptable risk it was essential that all Services maintain their expenditure within budget and that this was a major priority for Directors, Heads of Service, and all Managers.

There were risks in the budget and the most significant of these were set out in the report. There was particular risk in Social Services as the care packages budget was currently overspending. Further unforeseen circumstances could lead to increased demand for services which could worsen the current deficit. Similarly Learning and Skills would need to address the issues associated with ALN.

The amount of savings required to balance the budget was extremely challenging and a further risk was that price inflation had generally been provided at a rate of 2%. This was presently in line with the Consumer Price Index for the year to January 2014. In addition, the 2014/15 pay award submitted by the combined unions would,

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if implemented, increase costs by about £4.8m (excluding schools). This was unaffordable. Currently provision had been made for a 1% pay award costing approximately £0.6m.

In 2013/14 the Council would receive about £68m in specific grant and subsidy. The budget proposals assumed that any reduction in specific grant would be matched by a reduction in expenditure. Details on all specific grants had not yet been finalised and there was a risk that should grants be cut and it not be possible to reduce expenditure correspondingly, the Council could overspend. This risk should be mitigated by the fact that Services should have in place "exit" plans for any specific grant ceasing and were usually aware of likely developments in the level of grant. Regular revenue monitoring should provide a warning should there be problems. In the first place each Service would be expected to fund any shortfall from its revenue budget. Ultimately, there was sufficient in reserves to cover for this contingency, but only in the short term.

The budget proposals would have implications for the Council's 6,000 employees (4,000 in full-time equivalents) and there would be a loss of jobs.

The reduction for 2014/15, excluding schools, was estimated at up to 75 in full-time equivalents (FTE). These figures did not include the full impact of posts being potentially lost from savings areas where proposals were not yet developed sufficiently to estimate the impact. Consequently, the total reduction in posts in 2014/15 might exceed that estimated. Although the impact on individuals was likely to be mitigated as a result of natural wastage and the deletion of vacant posts, it was, nevertheless, expected that there would be a number of redundancies.

The above figures did not include the staffing implications relating to budget pressures within schools as the details need to be considered by individual Governing Bodies and supported by the Chief Learning and Skills Officer. Individual schools would also be impacted by whether they had growing or falling pupil numbers. There were, however, likely to be staff reductions and redundancies depending on each schools circumstances. The Chief Learning and Skills Officer would need to establish the impact of the budget on employees in schools.

The Council had an Avoiding Redundancy Procedure that would be followed and included a requirement for the Council to search for suitable alternative employment. The numbers of employees referred to were those impacted in the budget. There could be further staff implications from other restructuring exercises during the year. The Trade Unions would continue to be consulted on the details of any potential redundancies once known, as would the Government Department for Business Innovation and Skills in accordance with the Council's own local procedures and statutory requirements.

In light of the staffing implications it was essential to ensure that consultation with the trades unions was carried out in accordance with the Council's Avoiding Redundancy Policy and related legal requirements. A Change Forum met regularly

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with the Trade Unions to help co-ordinate the consultation process and deal with cross- directorate issues.

The number of potential redundancies over the next few years had required strengthening of the Council's redeployment processes, the tightening of the Council's vacancy control processes and the pursuit of other measures as set out in the Council's Workforce Plan. Where appropriate this could involve a targeted search for voluntary redundancies / reduced hours.

Statement of Section 151 Officer on Robustness of Estimates

The Local Government Act 2003 required that the Head of Financial Services must report on the robustness of the estimates that were to be approved by Council. This Section constituted that assurance.

In view of the uncertainties of the current and future economic climate there was increased risk facing the Council's financial position and, as a consequence, services. This had been recognised and referenced within this report, where relevant, together with actions that can be taken to manage that risk.

Savings were regarded as extremely challenging but achievable and had been carefully examined with risk and measures to mitigate them identified. It was important to stress the importance of the mitigating actions being implemented and the need to consider equality impact assessments.

Estimates in the budget report were robust subject to any reservations/ qualification or other commentary contained in the budget reports. All services' expenditures were under pressure and there was always a risk that a service might overspend, particularly in light of unforeseen circumstances. A measure to guard against this would be to monitor the budget during the year and to identify problems as they arose and put in place remedial action. Key to this would be the continued delivery of savings required under the Social Services Budget Plan. Cabinet, Scrutiny and Managers continued to have a key role in reviewing and maintaining budgetary performance.

Reserves had been again reviewed and were considered adequate to cover contingencies and the risks stated in the report.

In conclusion, the Leader indicated that, if agreed, the budget before Council would result in an increase in Band D Council Tax of less than £1 per week. He considered this to be a reasonable compromise between the cost pressures facing both the Council and taxpayers.

The Leader moved that the recommendations of Cabinet of 24th February 2014 (Minute C2212) be accepted, this being duly seconded by the Deputy Leader. This would result in the Band D Council Tax for 2014/15 being set for its own purposes (excluding police and town and community council precepts) at £1,029.42, equating to a rise of 4.5%.

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Councillor Dr. Ian Johnson referred to last year's budget debate when he had warned that the Council was over-estimating net growth whilst seeking to justify "one of Britain's highest Council Tax increases". He alluded to the Council having made allowances for non-payment of Council Tax despite the Welsh Government fully funding the new Council Tax Support Scheme and to the fact that reserves had been put aside for Social Services that did not, in fact, need to be used.

With regard to the 2014/15 budget proposals, he queried the Reserves Analysis and referred to the report to Cabinet in February 2013 as indicating General Fund and specific reserves estimated at end March 2013 value of £40m. However, he pointed out that figures given to Cabinet in February 2014 showed the end figure for March 2013 as actually being £55m.

He was of the view that successive Labour and Conservative Administrations in Westminster had continued to allocate an unfair funding formula to Wales. He felt officers' concerns regarding future budgetary issues were well-founded and he thanked them for their hard work in preparing the budget. He felt that any Westminster Government would continue to make the same cuts and that, if still in power, a Labour Administration in Welsh Government would also continue to pass those on to local government. He referred to the Plaid Cymru Group in the Welsh Government as having succeeded in obtaining extra money for Pupil Deprivation Grants and the Intermediate Care Fund.

Councillor Dr. Johnson referred to overall inflation as going up faster than salaries, making it continually more difficult individuals to cope. He pointed out that the current Administration would have increased Council Tax by 9.5% over two years.

He felt that the Council continued to face pressure as a result of the Welsh Government's failure to support its First Steps Care policy. The drop in that particular grant for this year was over £500k. The view of the Plaid Cymru Group was that help should be directed at those who needed it, not those more affluent residents who did not. They also recognised the need to continue to support public services as well as being fair to Council Taxpayers. He did not wish to see job cuts or Council Tax raises unless absolutely necessary.

In conclusion, Councillor Dr. Johnson moved an amendment to the effect that Band D Council Tax for 2014/15 be set at £1,014.69 – equating to a rise of 3% - paid for by the removal of the Council Tax Relief to pensioners who could afford to pay their fair share and a limited use of reserves over three years in line with the General Fund figures agreed by Council last year.

Councillor Franks, Leader of the Plaid Cymru Group, acknowledged that times were extremely difficult within the public sector and that great care was necessary in considering the Council's financial affairs. However, he again alluded to the questions raised by Councillor Dr. Johnson regarding the differential in the size of the reserves. As a result, he sought greater clarity regarding that differential.

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Councillor Franks asked whether the anticipated receipt from the sale of Haydock House for approximately £368k, contained within the current year's identified savings, was included in the accounts and / or whether it would be additional to reserves. He also asked the Leader if he would comment on the potential loss of some 75 Full Time Equivalent posts and to provide a breakdown regarding where those posts might be located. He felt that Members actually needed a breakdown of existing vacant posts that might be deleted, the number of potential redundancies and staff departures that could, perhaps, be anticipated. He also queried whether it was envisaged there would be any compulsory redundancies.

Councillor John Thomas, Leader of the Conservative Group acknowledged that the Administration had a very difficult task to do in balancing the budget especially as the Welsh Government had not passed on the money which they received to prevent rises in Council Tax. He understood why the Council was not funded at the same level as some other authorities in more deprived areas, but could not understand why the Council did not receive the same level of funding as Councils such as Cardiff.

He referred to the Administration as using reserves to balance the budget and maintain services and to them being fortunate that they had inherited healthy reserves which allowed this to happen. However, the use of reserves was not sustainable in the long term. He did not believe the Administration had looked hard enough at the non-statutory functions which the Council carried out and also felt that the "administrative core" of the Council had not been cut sufficiently. With inflation consistently running below 2% he did not believe that the residents of the Vale could sustain another Council Tax increase of 4.5%. The Conservative Group would not support the budget as it was relying upon a 4.5% increase in Council Tax to balance it.

Councillor Bob Penrose, Leader of the Independent Group, endorsed some of the comments made. He referred to the comments that in the Vale of Glamorgan, Council Taxes were lower than many areas, but felt the reality to be that Council Taxpayers still faced a 4.5% increase. He also felt that the Council could be looking harder at the budget and there were certain areas where more savings could be achieved. In conclusion, he also recommended a similar figure to that proposed by Plaid Cymru, which was 3%.

Councillor Gwyn John, Leader of the Llantwit First Independent Group, acknowledged that nobody liked budget increases, but referred to the Vale as being one of the lowest paying Councils in Wales for Council Tax, with many other Councils having far higher levels. He wanted to maintain services where possible and, whilst cuts were unavoidable, he considered the budget to be a sound approach and worthy of support.

Councillor Kevin Mahoney considered that the Administration should be making a far greater effort to put pressure on the Welsh Government for a fairer settlement for the Vale of Glamorgan.

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Councillor Richard Bertin indicated he was aware of the difficulties facing the Council but considered 4.5% to be far too large an increase for residents. As such, he indicated his support for the 3% increase proposed by Councillor Dr. Ian Johnson.

The Leader responded to the comments made by Members as summarised above. He referred to Councillor Dr. Johnson having talked about net growth last year and the fact that a Council Tax Reduction Scheme funding had been put in place. He pointed out that had been done because it had not been possible to change the budget in relation to that matter because the funding from Welsh Government had come too late.

With regard to expenditure on Social Services, he alluded to the fact that, for the second time, his Administration had taken over from a Conservative Administration a Social Services budget which was 'in crisis' and that was what had necessitated the need to instigate a recovery programme. He stressed that a recovery programme could only be effective if money was set aside in order to allow expenditure to be reduced in a controlled and reasonable manner. He reminded Members of the agreed Strategy in respect of Social Services and that the Strategy would continue until expenditure was down to an appropriate level. However, he felt Members should be more than aware of the volatility of Social Services in terms of expenditure which might be required. If it was possible to reduce expenditure to the required level without recourse to the recovery fund, that would be done.

As far as the figures for reserves were concerned, the Leader pointed out that figures were estimates, which could, and did, vary. Factors such as slippage and provision of additional grant funding all contributed to variations in estimated reserve levels. However, it was difficult to identify each and every change in reserves as the amounts could be small and/or numerous. However, he confirmed that reserves were actually reviewed on a six-monthly basis.

With regard to the First Steps Initiative, the Council had already made it perfectly clear to the relevant Ministers that the sum provided of £119,000 was inadequate and unfair. There was currently a consultation exercise ongoing in relation to this matter and he trusted that Councillor Dr. Johnson had responded, or would respond, to the consultation. The Leader had also highlighted the fact at a recent Welsh Local Government Association Meeting and felt that the figure should go up to £75 to £100 at least.

The Leader indicated he did not agree with the suggested amendment to a 3% increase in Council Tax. That would mean that approximately £700,000 would have to be found from elsewhere in order to fund the shortfall.

With regard to staffing issues, an exact figure for job losses was not possible to identify at this stage. As indicated in the budget proposals, staff reviews were ongoing across the Council, all of which would contribute to the overall picture. He reminded Members of the Council's Avoiding Redundancy Procedure, which would be used to the fullest extent possible.

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Referring to suggestions from some Members that certain areas within the Council could be looked at again in order to effect additional savings, the Leader reiterated the fact that all areas were being looked at comprehensively. Directors had already been requested to bring forward identified savings from future years to be instigated earlier. He reminded Members that the Council's Strategy had led to current reserves being higher than those inherited by the current Administration. As a result, reserves were currently available to help balance the budget and keep the level of Council Tax to within the limit set. Over time, the level of reserves would reduce and it was considered that a total of £7 million was reasonable for an authority of this size and that was a figure that, over a longer term strategy, it was not intended to go below.

He reminded Members that non-statutory functions were already being looked at in detail. He also referred to the ongoing review of the Libraries Service. He hoped that it would not be necessary to close any libraries, albeit changes to the way in which the service operated were possible. An example of changes to non-statutory services was that in relation to Leisure, which had been dealt with by means of an agreement with Parkwood. As far as the "administrative core" of the Council was concerned, the Leader reminded Members of an item later in the agenda relating to a review within the Resources Directorate. That review, along with others throughout the Council, would continue.

The Leader disputed the suggestion that the proposed 4.5% increase in Council Tax was one of the highest in Wales. He understood there would be several increases of around 5% and quoted other authorities whose increase would be higher than the Vale of Glamorgan.

The Leader stressed that he and his colleagues would continue to put pressure on the Welsh Government in respect of funding levels available. However, he reminded Members that the funding formula applied to the Vale of Glamorgan had, in fact, been set by the Conservative Party as part of the Local Government Reorganisation exercise in 1994/95. At that time, the split between the former South Glamorgan County Council and the Vale of Glamorgan Council was 72%/28% respectively. Although there had been some adjustments since, an imbalance still occurred and the Council was also adversely affected by the fact that it did not receive a high level of Deprivation Grant.

In conclusion, the Leader pointed out that cuts originally stemmed from the Westminster Government and Welsh Assembly Government. The latter, having received cuts in its own budget, had proceeded to allocate money accordingly, with cuts consequently affecting all local authorities.

The Leader stated his opposition to the proposed amendment to the suggested increase in Council Tax. He considered the budget to be balanced, long-term and designed to keep addressing the harder times which lay ahead. In proposing and formulating the budget, an assessment of anticipated cuts had been made. The Welsh Assembly Government indicative rate of 1.64% plus inflation, had been

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incorporated within the budget statement. However, the Leader was convinced that the figure would turn out to be higher.

Upon being put to the vote, the amendment to the Motion to the effect that the Council Tax be increased by 3% was lost.

Members then voted on the original Motion and it was

RESOLVED –

(1) T H A T the budget for 2014/15 be fixed at £214.331 million, including a provision of £200,000 for discretionary rate relief to rural shops and post offices and charitable organisations.

(2) T H A T the budgets for 2014/15 as set out in Appendix B attached to the report to Cabinet on 24th February 2014, and the totals as set out below, be approved:

	£'000
Education and Schools	93,369
Libraries	2,589
Lifelong Learning	204
Youth Service	1,084
Catering	1,743
Children & Young People	14,761
Adult Services	36,628
Business Management & Innovation	301
Youth Offending Service	664
Environment and Visible Services	17,912
Parks and Grounds Maintenance	3,528
Building Services	0
General Fund Housing	1,066
Public Protection	2,231
Private Housing	11,744
Planning and Transportation	5,306
Leisure	3,515
Economic Development	832
Resources	229
Corporate and Customer Services	151
General Policy	18,974
General Fund Reserve	(2,500)
Grand Total	214,331

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(3) T H A T the recommendations regarding Net Growth set out in Appendix C attached to the report to Cabinet on 24th February 2014 be approved.

(4) T H A T the Council Tax for 2014/15 be set for its own purposes (excluding police and town and community council precepts) at the following levels:

Band	Council Tax £
A	686.28
B	800.66
C	915.04
D	1,029.42
E	1,258.18
F	1,486.94
G	1,715.70
H	2,058.84
I	2,401.98

(5) T H A T the proposed draft report on Education Budget and IBA at Appendix A attached to the report to Cabinet on 24th February 2014 be endorsed and the Chief Learning and Skills Officer make arrangements for it to be forwarded to the School Budget Forum and Welsh Government.

885 SCHOOLS ORGANISATION PROPOSALS: RECOMMENDATIONS RELATING TO DETERMINATION OF SCHOOL ORGANISATION PROPOSALS (REF) –

RESOLVED – T H A T the proposals of the Cabinet, as set out in Cabinet Minute No. C2215, 24th February 2014, be approved.

886 COUNCIL TAX 2014/15 –

RESOLVED –

(1) T H A T it be noted that at its meeting on 2nd December 2013, Cabinet (the Executive) calculated the following amounts for the year 2014/2015 in accordance with regulations made under Section 33(5) of the Local Government Finance Act 1992:-

(a) 55,070 being the amount calculated by Cabinet (the Executive) in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) (Wales) Regulations 1995, as amended, as its Council Tax base for the year.

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(b) Part of the Council's area

Barry	18,601
Colwinston	271
Cowbridge with Llanblethian	2,466
Dinas Powys	3,539
Ewenny	422
Llancarfan	447
Llandough	898
Llandow	416
Llanfair	369
Llangan	380
Llanmaes	237
Llantwit Major	3,986
Michaelston	216
Penarth	10,781
Pendoylan	321
Penllyn	968
Peterston-Super-Ely	540
St. Athan	1,337
St. Brides Major	1,108
St. Donats	193
St. Georges and St. Brides-Super-Ely	236
St. Nicholas and Bonvilston	516
Sully and Lavernock	2,460
Welsh St. Donats	303
Wenvoe	1,010
Wick	377

being the amounts calculated by Cabinet (the Executive), in accordance with regulation 6 of the Regulations, as amended, as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which one or more special items relate.

(2) T H A T the following amounts be now calculated by the Council for the year 2014/2015 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:

- (a) Aggregate of the amounts which the Council estimates for the items set out in Section 32 (2) (a) to (d) and (2A) of the Act (including Town / Community Council Precepts totaling £2,252,706) **£ 338,573,183**
- (b) Aggregate of the amounts which the Council estimates for the items set out in Section 32 (3) (a), (aa) and (c), and (3A) of the Act **£122,189,615**

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(c)	Amount by which the aggregate at (2)(a) above exceeds the aggregate at (2)(b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year.	£ 216,383,568
(d)	Aggregate of the sums which the Council estimates will be payable for the year into its Council Fund in respect of redistributed non-domestic rates, revenue support grant, its Council Tax reduction scheme, additional grant or special grant less certain Discretionary Non-Domestic Rate Reliefs	£ 157,440,702
(e)	The amount at (2)(c) above less the amount at (2)(d) above, all divided by the amount at (1)(a) above, calculated by the Council, in accordance with Section 33(1) of the Act as the basic amount of its Council Tax for the year.	£ 1,070.33
(f)	Aggregate amount of all special items referred to in Section 34(1) of the Act.	£ 2,252,706
(g)	Amount at (2)(e) above less the result given by dividing the amount at (2)(f) above by the amount at (1)(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.	£ 1,029.42
(h)	<u>Part of the Council's area</u>	<u>£</u>
	Barry	1,080.71
	Colwinston	1,046.42
	Cowbridge with Llanblethian	1,083.65
	Dinas Powys	1,054.94
	Ewenny	1,061.00
	Llancarfan	1,045.61
	Llandough	1,071.23
	Llandow	1,043.84
	Llanfair	1,039.94
	Llangan	1,056.42
	Llanmaes	1,061.34
	Llantwit Major	1,084.45
	Michaelston	1,055.28
	Penarth	1,081.38
	Pendoylan	1,048.11
	Penllyn	1,038.72
	Peterston-Super-Ely	1,047.94

No.

St. Athan	1,048.42
St. Brides Major	1,042.96
St. Donats	1,046.42
St. Georges and St. Brides-Super-Ely	1,046.37
St. Nicholas and Bonvilston	1,044.42
Sully and Lavernock	1,063.94
Welsh St. Donats	1,045.92
Wenvoe	1,054.67
Wick	1,038.05

being the amounts given by adding to the amount at (2)(g) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at (1)(b) above, calculated by the Council, in accordance with Section 34 (3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.

(i) Part of the Council's Area

£	Valuation Bands								
	A	B	C	D	E	F	G	H	I
Barry	720.47	840.55	960.63	1,080.71	1,320.87	1,561.03	1,801.18	2,161.42	2,521.66
Colwinston	697.61	813.88	930.15	1,046.42	1,278.96	1,511.50	1,744.03	2,092.84	2,441.65
Cowbridge with Llanblethian	722.43	842.84	963.24	1,083.65	1,324.46	1,565.27	1,806.08	2,167.30	2,528.52
Dinas Powys	703.29	820.51	937.72	1,054.94	1,289.37	1,523.80	1,758.23	2,109.88	2,461.53
Eweny	707.33	825.22	943.11	1,061.00	1,296.78	1,532.56	1,768.33	2,122.00	2,475.67
Llancarfan	697.07	813.25	929.43	1,045.61	1,277.97	1,510.33	1,742.68	2,091.22	2,439.76
Llandough	714.15	833.18	952.20	1,071.23	1,309.28	1,547.33	1,785.38	2,142.46	2,499.54
Llandow	695.89	811.88	927.86	1,043.84	1,275.80	1,507.77	1,739.73	2,087.68	2,435.63
Llanfair	693.29	808.84	924.39	1,039.94	1,271.04	1,502.14	1,733.23	2,079.88	2,426.53
Llangan	704.28	821.66	939.04	1,056.42	1,291.18	1,525.94	1,760.70	2,112.84	2,464.98
Llanmaes	707.56	825.49	943.41	1,061.34	1,297.19	1,533.05	1,768.90	2,122.68	2,476.46
Llantwit Major	722.97	843.46	963.96	1,084.45	1,325.44	1,566.43	1,807.42	2,168.90	2,530.38
Michaelston	703.52	820.77	938.03	1,055.28	1,289.79	1,524.29	1,758.80	2,110.56	2,462.32
Penarth	720.92	841.07	961.23	1,081.38	1,321.69	1,561.99	1,802.30	2,162.76	2,523.22
Pendoylan	698.74	815.20	931.65	1,048.11	1,281.02	1,513.94	1,746.85	2,096.22	2,445.59
Penllyn	692.48	807.89	923.31	1,038.72	1,269.55	1,500.37	1,731.20	2,077.44	2,423.68
Peterston-Super-Ely	698.63	815.06	931.50	1,047.94	1,280.82	1,513.69	1,746.57	2,095.88	2,445.19
Rhoose	686.28	800.66	915.04	1,029.42	1,258.18	1,486.94	1,715.70	2,058.84	2,401.98
St. Athan	698.95	815.44	931.93	1,048.42	1,281.40	1,514.38	1,747.37	2,096.84	2,446.31
St. Brides Major	695.31	811.19	927.08	1,042.96	1,274.73	1,506.50	1,738.27	2,085.92	2,433.57
St. Donats	697.61	813.88	930.15	1,046.42	1,278.96	1,511.50	1,744.03	2,092.84	2,441.65
St. Georges and St. Brides-Super-Ely	697.58	813.84	930.11	1,046.37	1,278.90	1,511.42	1,743.95	2,092.74	2,441.53
St. Nicholas and Bonvilston	696.28	812.33	928.37	1,044.42	1,276.51	1,508.61	1,740.70	2,088.84	2,436.98
Sully and Lavernock	709.29	827.51	945.72	1,063.94	1,300.37	1,536.80	1,773.23	2,127.88	2,482.53
Welsh St. Donats	697.28	813.49	929.71	1,045.92	1,278.35	1,510.77	1,743.20	2,091.84	2,440.48
Wenvoe	703.11	820.30	937.48	1,054.67	1,289.04	1,523.41	1,757.78	2,109.34	2,460.90
Wick	692.03	807.37	922.71	1,038.05	1,268.73	1,499.41	1,730.08	2,076.10	2,422.12

being the amounts given by multiplying the amounts at (2)(g) and (2)(h) above by the number which, in the proportion set out in Section 5 (1/1A) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36 (1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

(3) T H A T it be noted that for the year 2014/2015 the Police and Crime Commissioner for South Wales has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992 , for each of the categories of dwellings shown below :-

£	Valuation Bands								
	A	B	C	D	E	F	G	H	I
	126.89	148.04	169.19	190.34	232.64	274.94	317.23	380.68	444.13

No.

(4) T H A T, having calculated the aggregate in each case of the amounts at (2)(i) and (3) above, The Vale of Glamorgan County Borough Council, in accordance with Section 30 (2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2014/2015 for each of the categories of dwellings shown below :-

Part of the Council's Area	Valuation Bands									
	£	A	B	C	D	E	F	G	H	I
Barry		847.36	988.59	1,129.82	1,271.05	1,553.51	1,835.97	2,118.41	2,542.10	2,965.79
Colwinston		824.50	961.92	1,099.34	1,236.76	1,511.60	1,786.44	2,061.26	2,473.52	2,885.78
Cowbridge with Llanblethian		849.32	990.88	1,132.43	1,273.99	1,557.10	1,840.21	2,123.31	2,547.98	2,972.65
Dinas Powys		830.18	968.55	1,106.91	1,245.28	1,522.01	1,798.74	2,075.46	2,490.56	2,905.66
Ewenny		834.22	973.26	1,112.30	1,251.34	1,529.42	1,807.50	2,085.56	2,502.68	2,919.80
Llancarfan		823.96	961.29	1,098.62	1,235.95	1,510.61	1,785.27	2,059.91	2,471.90	2,883.89
Llandough		841.04	981.22	1,121.39	1,261.57	1,541.92	1,822.27	2,102.61	2,523.14	2,943.67
Llandow		822.78	959.92	1,097.05	1,234.18	1,508.44	1,782.71	2,056.96	2,468.36	2,879.76
Llanfair		820.18	956.88	1,093.58	1,230.28	1,503.68	1,777.08	2,050.46	2,460.56	2,870.66
Llangan		831.17	969.70	1,108.23	1,246.76	1,523.82	1,800.88	2,077.93	2,493.52	2,909.11
Llanmaes		834.45	973.53	1,112.60	1,251.68	1,529.83	1,807.99	2,086.13	2,503.36	2,920.59
Llantwit Major		849.86	991.50	1,133.15	1,274.79	1,558.08	1,841.37	2,124.65	2,549.58	2,974.51
Michaelston		830.41	968.81	1,107.22	1,245.62	1,522.43	1,799.23	2,076.03	2,491.24	2,906.45
Penarth		847.81	989.11	1,130.42	1,271.72	1,554.33	1,836.93	2,119.53	2,543.44	2,967.35
Pendoylan		825.63	963.24	1,100.84	1,238.45	1,513.66	1,788.88	2,064.08	2,476.90	2,889.72
Penllyn		819.37	955.93	1,092.50	1,229.06	1,502.19	1,775.31	2,048.43	2,458.12	2,867.81
Peterston-Super-Ely		825.52	963.10	1,100.69	1,238.28	1,513.46	1,788.63	2,063.80	2,476.56	2,889.32
Rhoose		813.17	948.70	1,084.23	1,219.76	1,490.82	1,761.88	2,032.93	2,439.52	2,846.11
St.Athan		825.84	963.48	1,101.12	1,238.76	1,514.04	1,789.32	2,064.60	2,477.52	2,890.44
St. Brides Major		822.20	959.23	1,096.27	1,233.30	1,507.37	1,781.44	2,055.50	2,466.60	2,877.70
St. Donats		824.50	961.92	1,099.34	1,236.76	1,511.60	1,786.44	2,061.26	2,473.52	2,885.78
St. Georges and St. Brides-Super-Ely		824.47	961.88	1,099.30	1,236.71	1,511.54	1,786.36	2,061.18	2,473.42	2,885.66
St. Nicholas and Bonvilston		823.17	960.37	1,097.56	1,234.76	1,509.15	1,783.55	2,057.93	2,469.52	2,881.11
Sully and Lavernock		836.18	975.55	1,114.91	1,254.28	1,533.01	1,811.74	2,090.46	2,508.56	2,926.66
Welsh St. Donats		824.17	961.53	1,098.90	1,236.26	1,510.99	1,785.71	2,060.43	2,472.52	2,884.61
Wenvoe		830.00	968.34	1,106.67	1,245.01	1,521.68	1,798.35	2,075.01	2,490.02	2,905.03
Wick		818.92	955.41	1,091.90	1,228.39	1,501.37	1,774.35	2,047.31	2,456.78	2,866.25

No.

- (5) T H A T discount for prompt payment of the Council Tax be not granted.
- (6) T H A T the Common Seal be affixed to the said Council Tax.
- (7) T H A T notices of the making of the said Council Taxes signed by the Managing Director be given by advertisement in the local press under Section 38 (2) of the Local Government Finance Act 1992.

887 REVIEW OF THE COUNCIL'S CONSTITUTION / OFFICER DELEGATIONS (MO) –

Since the formal introduction of the Council's new executive arrangements in May 2002, the Constitution had remained under review and would continue to be so on an ongoing basis. Under Article 15 of the Constitution the Monitoring Officer had a duty to monitor and review the operation of the Constitution to ensure that the aims and principles contained therein were given full effect. Any changes considered necessary were subject to approval by the Full Council after consideration of the proposals by the Monitoring Officer.

A cross-party Constitution Working Party had been established to consider amendments to the Council's existing Constitution, taking into account the new Model Version issued for consideration/adaptation by local authorities in Wales. Various officers had been going through the existing Constitution and preparing draft revised sections for consideration by the Working Party. Often, the text was very similar to the current version. However, there were also various new legislative requirements and provisions which needed to be taken into account and which were reflected in the Model Version. The Working Party would meet as necessary prior to a report being submitted to the Council at its meeting on 7th May.

Notwithstanding, and in advance of, the above, Appendix A to the report contained a number of proposed amendments / updates / recommendations to the Constitution together with the rationale for such. In summary, these related to:

- Family Absence for Elected Members.
- Council Procedure Rules (paragraph 13.1 and 13.2)
- Provisions relating to Data Protection, Freedom of Information and the Regulation of Investigatory Powers Act.

Council on 18th December 2013 considered a detailed report on Family Absence for Elected Members and the proposed amendments to the Constitution reflected the decision of Council (and, in particular, the requirement to provide within Standing Orders provision for Family Absence).

The opportunity would also be taken to make any minor typographical / housekeeping changes to bring the document up to date.

No.

RESOLVED – T H A T the following amendments / additions to the Council's Constitution be approved:

Page No.	Article / Part	Proposed Amendment	Reason for Proposed Amendment
14	Article 5 – Chairing the Council Meeting	The addition of the following paragraph : “(e) To carry out duties as required under The Family Absence for Members of Local Authorities (Wales) Regulations 2013.”	To comply with the provisions of the Family Absence for Members of Local Authorities (Wales) Regulations 2013 and to reflect the decision of Council on 18 th December 2013.
37	Part 3 – Responsibility for Functions	The addition of Functions Relating to Family Absence of Local Authority Members to be added to Schedule 1 – Functions Not To Be The Responsibility Of An Authority’s Executive.	To comply with the provisions of the Family Absence for Members of Local Authorities (Wales) Regulations 2013 and to reflect the decision of Council on 18 th December 2013.
72	Part 4 – Rules of Procedure – Council procedure Rules	The insertion of the following Additional Procedure Rule : (22) <u>Family Absence for Members</u> 22.1 A Member on maternity absence or parental absence may, subject to paragraph 22(2) and (6) below: <ul style="list-style-type: none"> • Attend particular meetings • Attend particular descriptions of meetings • Perform particular duties; or • Perform duties of a particular description 22.2 The Member must obtain the permission of the Mayor (or in his/her absence the Deputy Mayor) before attending any meeting or performing any	To comply with the provisions of the Family Absence for Members of Local Authorities (Wales) Regulations 2013 and to reflect the decision of Council on 18 th December 2013.

<u>Page No.</u>	<u>Article / Part</u>	<u>Proposed Amendment</u>	<u>Reason for Proposed Amendment</u>
		<p>duty.</p> <p>22.3 The Mayor (or in his/her absence the Deputy Mayor) must inform the Leaders of each political group of the Local Authority before granting permission under paragraph 22.2 above.</p> <p>22.4 A Member may complain in writing to the Head of Democratic Services regarding a refusal under paragraph 22.2 above.</p> <p>22.5 The Head of Democratic Services must refer a complaint under paragraph 22.4 above to the Mayor.</p> <p>22.6 A Panel constituted in accordance with The Family Absence for Members of Local Authorities (Wales) Regulations 2013 must determine a complaint made under paragraph 22.4 above.</p> <p>22.7 The Panel May:</p> <ul style="list-style-type: none"> • Confirm the decision of the Mayor (or in his/her absence the Deputy Mayor) of the Council; or • Substitute its own decision as to the Member attending any meeting or performing any duty. 	

<u>Page No.</u>	<u>Article / Part</u>	<u>Proposed Amendment</u>	<u>Reason for Proposed Amendment</u>
78	<p>Part 4 – Rules of Procedure – Council Procedure Rules</p> <p>Para. 13 – Previous Decisions and Motions</p>	<p>Para. 13.1 and 13.2 to be referred to in the list of Rules referred to in Para. 22 – Application to Committees and Sub Committees – as <u>not</u> applying to the Planning Committee.</p>	<p>This proposal has been the subject of discussion between the Director of Development Services, Monitoring Officer and Managing Director.</p> <p>The view of the Director of Development Service is that there will be many instances where the current provisions of the Constitution would act as a block / prevent the Planning Committee from undertaking its statutory function and from carrying out that function in an efficient, timely and appropriate manner.</p> <p>By way of example, there may well be cases where an application for planning permission has been refused for a particular reason based on an interpretation of policy or other material factor that may have been relevant at that time. On consideration of a new application it may well be that the material factors may carry less weight than previously or there may be a change in policy or guidance that would result in the Committee being entirely justified in coming to a different decision. The Constitution as worded would prevent this happening within six months of the earlier decision. The Director's view is that this could lead to costly appeals or, in other instances, result in investors and potential developers</p>

Page No.	Article / Part	Proposed Amendment	Reason for Proposed Amendment
			<p>seeking sites elsewhere outside of the Vale of Glamorgan. This would have the potential of the Vale of Glamorgan losing out on investment and jobs.</p> <p>Another scenario would be where a resolution to grant an application subject to Section 106 agreement has been passed, only to find that, within a relatively short time period, other material factors come to light which would necessitate a reporting back to Planning Committee of the same application, but with a different recommendation. In such cases, and under the current Constitution, this would be prohibited, leading to a potentially inappropriate and unjustified decision being issued or, alternatively, exposing the Council to the risk of legal challenge.</p>
123	<p>Part 4(F) – Financial Procedure Rules</p> <p>Para. 15 - Data Protection, Freedom of Information and the Regulation of Investigatory Powers Act.</p>	<p>Paragraph 15 to be replaced with the following (with Part 8 – Officer Delegations - to also be amended to reflect the changes) :</p> <p>Data Protection</p> <p>15.1 The Head of Strategic ICT shall have overall responsibility for data protection assuming the role of the Council's Senior Information Risk Owner.</p>	<p>To reflect changes to staff structure and best practice guidance in this area</p> <p>15.1 The Local Public Services Data Handling Guidelines Version 2 provide under Governance roles and responsibilities <i>“Appoint a Senior Information Risk Owner</i></p>

<u>Page No.</u>	<u>Article / Part</u>	<u>Proposed Amendment</u>	<u>Reason for Proposed Amendment</u>
123		<p>15.2 Chief Officers (which for the purposes of this section includes The Managing Director, Directors, Heads of Service and Operational Managers) shall be responsible for ensuring that the requirements of the Data Protection Act 1998 are met in relation to all personal data which they hold, including adherence to the eight Data Protection Principles and act as Information</p>	<p><i>(SIRO) to ensure there is accountability”.</i></p> <p><i>It further provides that the</i> The SIRO should be a senior manager who is familiar with the information risk and the organisation’s response. They should provide written judgement of the security and use of the business assets at least annually to support the audit process and provide advice to the accounting officer on the content of their statement of internal control.</p> <p>This sits along with the appointment of other roles such as Information Asset Owners and Information Assurance/Security Manager. The Information Asset Owners should be clearly identified, and their responsibilities set in line with SIRO requirements. The Information Assurance/Security Manager should also have a reporting line to the SIRO.</p> <p>15.2 The Guidelines provide:</p> <p>Each system should have an Information Asset Owner.</p> <p>These should be Business Managers who operationally own the information contained in their systems. Their role should be to monitor the use of portable devices to</p>

<u>Page No.</u>	<u>Article / Part</u>	<u>Proposed Amendment</u>	<u>Reason for Proposed Amendment</u>
		<p>Asset Owners in relation to information that they operationally own within their systems. Their role will include, in addition to compliance with the Principles, monitoring the use of portable devices, understanding what information is held, how it is used and transferred, who has access to it and why, in order for business to be transacted within an acceptable level of risk.</p> <p>15.3 The Head of Strategic ICT shall be responsible for maintaining the Council's Data Protection Notification. Chief Officers shall promptly notify him / her of any additions, amendments or deletions to the Council's Data Protection Notification for all personal data held in their areas of responsibility.</p> <p>15.4 Chief Officers be granted delegated authority to enter into individual Information Sharing Protocols (ISPs) under the Wales Accord on Sharing Personal Information (WASPI) where necessary and appropriate.</p> <p>15.5 All requests by individuals for access to personal information shall be dealt with in accordance with the Council's procedure.</p>	<p>understand what information is held, how it is used and transferred, and who has access to it and why, in order for business to be transacted within an acceptable level of risk.</p> <p>15.3 To retain consistency with the role of overall responsibility for Data Protection as set out in paragraph 15.1</p> <p>15.4 To reflect Cabinet decision on WASPI</p> <p>15.5 To reflect Council Procedures</p>

<u>Page No.</u>	<u>Article / Part</u>	<u>Proposed Amendment</u>	<u>Reason for Proposed Amendment</u>
		<p>Freedom of Information</p> <p>15.6 All requests for information under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004 shall be dealt with under the Council's procedure in relation to requests for information.</p> <p>Appeals</p> <p>15.7 Appeals are to be determined by the Monitoring Officer or such person(s) as nominated by the Monitoring Officer who are independent of the original request.</p> <p>15.8 The Monitoring Officer will be the Council's qualified person in respect of the exemption set out at Section 36 of the Freedom of Information Act 2000.</p> <p>The Regulation of Investigatory Powers Act 2000</p> <p>15.9 The Monitoring Officer will be responsible for monitoring and adherence to the requirements of the Regulation of Investigatory Powers Act 2000 and shall act in the capacity of senior responsible officer in relation to the same.</p>	<p>15.6 To reflect Council Procedures</p> <p>15.7 To reflect Council procedures</p> <p>15.8 To ensure effective operation of the Freedom of Information Act.</p> <p>15.9 To reflect changes to staff structure and best practice guidance in this area</p>

<u>Page No.</u>	<u>Article / Part</u>	<u>Proposed Amendment</u>	<u>Reason for Proposed Amendment</u>
161	Part 5(D) – Code of Corporate Governance	<p>Para. 5.2.2 (bullet point 8) to be amended to read :</p> <ul style="list-style-type: none"> • Ensuring Council partnerships have clear governance arrangements in place i.e. clarity regarding roles and responsibilities and intended outcomes of the partnership. <p>Par. 5.3.2. be amended to read :</p> <p>The Council will achieve this by establishing and keeping under review:</p> <ul style="list-style-type: none"> • A member Code of Conduct; • An Officer Code of Conduct, • Contract Procedural Rules • An Anti-Fraud and Bribery Policy • Whistleblowing Policy. 	Changes recommended by Audit to reflect current position / terminology.
203	Officer Delegations - Director of Resources and Operational Manager (Democratic Services)	<p>Paragraph 3 be deleted</p> <p>Determine requests for information made pursuant to the Freedom of Information Act 2000, the Environmental Information Regulations 2004, the Data Protection Act 1998 and any other specific legislation granting rights to information.</p>	To reflect the changes to Part 4(F) – Financial Procedure Rules - outlined above.

No.

888 CONSERVATION AREA ADVISORY GROUP (REF) –

On 27th January 2014 approval had been sought from Cabinet for the cessation of the Conservation Area Advisory Group and the establishment of an alternative mechanism for seeking input into relevant proposals.

Conservation Area Advisory Groups had been meeting in the Vale of Glamorgan for a period in excess of 30 years. The Welsh Office Circular 61/96 entitled Planning and the Historic Environment: Historic Buildings and Conservation Areas, recommended the establishment of such Groups or Committees to assist both in the development of policies and to advise on applications received within Conservation Areas.

Historically, Groups were based on each Conservation Area but a series of reviews led to the current arrangement of a single Conservation Area Advisory Group.

Recently the effectiveness of the Conservation Group arrangements had been considered and an evaluation entitled 'Conservation Area Advisory Group - Review of Effectiveness - January 2014' had been undertaken. The review concluded that the Group was only performing with limited success and was adding limited value to the Planning System.

Given the need to consider priorities in the delivery of services across the Council, it was recommended that an alternative mechanism be established whereby any interested party (not just members of the Group) could gain access to all applications, (including those currently not represented on the Group), relating to a conservation area. This was considered a far more appropriate means of circulating and seeking feedback on proposals and the Council would potentially benefit from increased feedback to proposals.

It was envisaged that the consultation mechanism would take the form of a 'weekly list' specific to conservation areas. This was a simple administrative exercise to perform that could be sent to a set mailing list and made available on the Council's website. Current members of the Group and the Amenity Society who form the Core Group would be asked if they would like to be included in the mailing list and this would also be open to any other interested party. Comments would be made directly to the relevant case officer and could be made available to the Planning Committee in respect of relevant applications.

Cabinet had subsequently resolved –

- (1) That subject to recommendation (2) below the Conservation Advisory Group in its current form ceases and the Director of Development Services, in consultation with the Cabinet Member for Regeneration, Innovation, Planning and Transportation provides an alternative consultation mechanism for those interested parties in the form of a 'weekly list' specific to conservation areas.

No.

- (2) That the report be referred to Planning Committee for consultation prior to consideration by Full Council.

The Planning Committee, having considered the decision of the Cabinet, subsequently resolved that the decision of Cabinet be endorsed and that Council be advised accordingly and be advised that it was the wish of Planning Committee that the effectiveness of the “alternative consultation mechanism” be reviewed in 12 months’ time.

RESOLVED – T H A T the cessation of the Conservation Area Advisory Group be approved and the effectiveness of the “alternative consultative mechanism” be reviewed in 12 months’ time.

889 NOTICE OF MOTION –

The following Notice of Motion (submitted by Councillors John Thomas and Jonathan Bird) had been included on the agenda for discussion:

“This Council rejects the Williams Commission proposal to merge it with Cardiff City Council and considers that the Vale of Glamorgan Council is a viable and successful authority which should continue in its present form.”

In introducing the Motion, Councillor Thomas, Leader of the Conservative Group, indicated he would not speak at length, given the recent comments of the First Minister. However, he did not consider that delaying any proposals beyond the next Welsh Assembly elections would “kill it off”. Indeed, he suggested that it was not beyond the realms of possibility that the final Vale of Glamorgan Council elections might have already taken place, given the Administration in the Welsh Assembly could push this matter through very quickly following the 2016 elections and could also extend the term of Welsh Councils to allow for the subsequent elections to be for new Shadow Authorities only. He was convinced that joining with Cardiff City Council would constitute a takeover by that Authority, rather than a merger and that it would also lead to much poorer representation for the people of the Vale of Glamorgan. He remained unconvinced that the savings proposed by such a reorganization would actually be delivered. As such, the Conservative Group wished to see realistic figures for such savings, together with an accurate indication of the cost of such a reorganisation. He considered this to be absolutely necessary before any decision could be made.

In moving the Motion, Councillor Thomas also requested a Recorded Vote. This was agreed as a result of the requisite number of Members expressing their support for such.

Councillor Jeff James duly seconded the Motion.

Councillor Chris Franks, Leader of the Plaid Cymru Group, suggested that the wording of the Motion appeared to accept the recommendations of the Williams Commission, apart from it involving a merger with Cardiff City Council. His

No.

understanding was that the current Leader of the Conservative Group within the Welsh Assembly had actually pledged his support for the Williams Commission proposals, subject to the Vale of Glamorgan and Monmouth Councils surviving as entities. He suggested that the real costs of such a reorganisation could be up to £400m. However, he referred to there having been no indication as to how the Conservatives were seeking to respond to all the other challenges facing the public sector and local government.

Councillor Franks suggested that, if anything, the report had left the First Minister with an even greater challenge than previously (given that he had set up the Commission and framed its terms of reference). He regarded it as the responsibility of the Welsh Government to now take the Williams Commission recommendations forward, and he asked for a view of the Cabinet regarding the possibility of Councils no longer being free to spend without ring-fencing (as that was what the Williams Commission had said). He queried whether Councils would be able to decide on, for example, traffic schemes and be allowed to rebuild schools without “government interference”. He also queried who would fund redundancy and ICT costs. Clarity was required from Welsh Government as he considered that the Council was already suffering from an inability to attract new staff. He also feared a risk of collaborative working being affected.

In conclusion, Councillor Franks paid tribute to the cross-party work that had occurred within the Council and the stand which the Leader had taken in both public, and private, meetings. He felt that cross-party work should continue and, accordingly, proposed an amendment to the Notice of Motion to the effect that an all-party delegation seek a meeting with the First Minister to ascertain exactly what is being proposed.

Councillor John Thomas indicated he was happy to accept the proposed amendment.

Councillor Mahoney indicated that it had always been an ambition of his to see the number of politicians generally reduced. However, he pointed out, that whilst proposing to reduce the number of Councillors, the Welsh Assembly itself was looking to increase the number of Assembly Members. Councillor Mahoney also expressed the view (and felt that many people felt the same way) that the Vale of Glamorgan would be subsumed by Cardiff in the event of a merger. In conclusion, he indicated that, in supporting the Motion, that did not mean that he was not in favour of reducing the number of Councillors generally.

Councillor Dr. Ian Johnson considered the Williams Commission Report to be fundamentally flawed in that its terms of reference had been limited regarding the continuation of Local Health Board boundaries. He pointed out that, within the Welsh Assembly, the Plaid Cymru Group had asked the Welsh Government to prepare cost-benefit reports on each of the mergers proposed by Williams. This had been requested on the grounds that there was no national plan and, therefore, each of the proposals would need to be justified to local residents on its own terms. He pointed out that the Vale of Glamorgan comprised a densely populated urban south east, alongside a generally affluent rural area. He also alluded to significant cuts

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which he understood were planned within Cardiff City Council and which he considered worrying.

Councillor Dr. Johnson felt that the threat to the Vale was not just due to the Williams Commission. He felt that city regions and regional planning would be very important during the next decade, irrespective of what happened with the Vale's own Local Development Plan. He alluded to the risk posed by a merge with Cardiff of tens of thousands of extra houses being built within the existing Vale of Glamorgan. He wished the area to retain its identity and that its unique contributions to Wales needed to be highlighted.

Notwithstanding the above, Councillor Dr. Johnson acknowledged that there were sensible and positive steps within the Williams Commission recommendations, which were less likely to provoke such hostile reaction. However, he also expressed his opposition to any merger with Cardiff City Council.

Councillor Gwyn John, Leader of the Llantwit First Independent Group, indicated he agreed with much that had already been said by other Members. He alluded to the fact that, under the former South Glamorgan County Council, there were only 19 Councillors from the Vale of Glamorgan on the Council out of a total of 80. As such, he pointed out that representation of people within the western Vale had suffered greatly and that significant number of houses had been built in that area, without adequate supporting infrastructure.

Councillor John also suggested that there was a lack of clarity in terms of the Williams Commission proposals in respect of Town and Community Councils. He felt that a merger with Cardiff City Council would adversely affect the residents of the Vale of Glamorgan and services provided for them. He was of the view that those pushing for a reducing in Councillors were not addressing the full range of issues. What mattered most was residents and services. He was also firmly of the view that no Members of the Council would put themselves before residents in terms of attempting to safeguard their own position.

Councillor Jeff James pointed out that, whilst the Notice of Motion alluded specifically to local government reorganisation, the Council had previously considered issues and received information on proposed changes to other areas in the public sectors, such as the health service.

Councillor James saw no need to repeat in detail what other Members had already said. However, he wanted to reiterate a view that the people of the Vale of Glamorgan would be better served by the existing Council, irrespective of who was in power, than by a body where the majority of Councillors came from outside the area. He acknowledged that Andrew R.T. Davies had made it known in public to the First Minister and to the Conservative Group on the Vale of Glamorgan Council that he was personally in favour of retaining the Council in its own right.

Councillor Philip Clarke indicated he had always found it puzzling to find a Chief Executive and senior officers generally working for two authorities which were only some 10 miles apart. Acknowledging that the Vale of Glamorgan had been

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successful in some areas, he also alluded to the building of houses on the Headland in Barry and the shutting of the Lido in Barry as being negative developments. In his view, he considered it would be beneficial for the Vale of Glamorgan, if it was indeed, amalgamated with Cardiff Council. However, he was concerned that, if a reorganisation did proceed, the Welsh Assembly Government was also intending to increase in size by approximately 30 extra Assembly Members, something which he was not in support of.

Councillor Stuart Egan, Deputy Leader, felt that people should remember what the Council had actually achieved. It had not had to be forced into any form of merger to be a proactive Council and to look at ways of working collaboratively with other bodies. He alluded to the joint appointment with the University Health Board as being an example of such working, since which time a number of other joint appointments had been made. The Council would continue to be prepared to work with other bodies if it considered that this was of benefit to the people of the Vale of Glamorgan.

Councillor Chris Elmore indicated he was in favour of the Motion as presented and agreed with the need for consensus and a cross-party approach to this matter. He wished to express one fear, which was his view that, should a merger go ahead, he believed there would be a negative impact on schools within the Vale of Glamorgan. Having spoken to Headteachers within the Vale of Glamorgan, they were all appreciative of the service currently provided by the Council's Learning and Skills Directorate. The Administration was proceeding with its School Investment Strategy through asset renewal or the 21st Century Schools Programme. He feared that some of this progress could be hindered if a merger occurred.

The Leader indicated that he would be supporting the Motion, particularly given that he had already made his stance quite clear since the announcement of the Williams Commission proposals. He considered the proposals to be flawed and, notwithstanding the fact that some local authorities might have particular difficulties, he believed the Welsh Assembly Government to already have enough powers of intervention which they could use in such circumstances if considered necessary.

The Leader considered the Williams Commission proposals as set out to be unreasonable and unjustified. Accepting that there were some merits contained within the proposals, he did not feel that the report generally addressed the issues it should have, but rather adopted a selective approach to these. Furthermore, it did not contain a cost benefit analysis in relation to the proposals, something for which he had already called.

Regarding the proposed amendment to the Motion, the Leader trusted that what had been meant was an all-party delegation comprising the Leaders of the political groups on the Council. If that was the case, he was happy to support the amendment. However, he was uncertain as to whether such a group would succeed in achieving either a meeting with the First Minister or an acceptable outcome of such a meeting.

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The Leader referred to the Welsh Government as now having to make a decision on how to progress the Williams Commission proposals. He had expressed his view to Welsh Trade Unions that the proposals could represent a “mass slaughter”, not only of local government but of local government employees. He felt it simplistic to assume authorities should be of a minimum size in order to be effective.

As far as the potential cost of any reorganisation was concerned, the Welsh Local Government Association was commissioning a full costing exercise.

In conclusion, the Leader thanked Councillor Thomas and his colleagues within the Conservative Group for submitting the Motion for debate, given that it also acknowledged the fact that the Council was a viable and successful Authority and, as such, should continue in its present form.

In summing up, Councillor John Thomas indicated that he was pleased that he had been able to instigate the debate and to there having been some very valuable comments from Members. He pointed out that, in proposing the Motion, it did not mean that his Group accepted everything else within the Williams Commission Report. Rather, it had been a deliberate decision to keep the Motion simple and of a non-party political nature. He felt there to be a lot more that would need to be discussed and debated in due course relating to the Williams Commission proposals.

Upon request by the required number of Members, a recorded vote took place in respect of the Motion as amended, with voting taking place as follows:

<u>For the Motion</u>	<u>Against the Motion</u>	<u>Abstain</u>
Councillor R.J. Bertin	Councillor P.J. Clarke	
Councillor Mrs. M.E.J. Birch		
Councillor Ms. R. Birch		
Councillor Ms. B.E. Brooks		
Councillor Ms. L. Burnett		
Councillor G.A. Cox		
Councillor Mrs. C.L. Curtis		
Councillor R.F. Curtis		
Councillor Mrs. P. Drake		
Councillor J. Drysdale		
Councillor S.C. Egan		
Councillor C.P.J. Elmore		
Councillor C.P. Franks		
Councillor K.J. Geary		
Councillor E. Hacker		
Councillor H.C. Hamilton		
Councillor Mrs. V.M. Hartrey		
Councillor K. Hatton		
Councillor N.P. Hodges		
Councillor H.J.W. James		
Councillor T.H. Jarvie		
Councillor G. John		

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Councillor F.T. Johnson			
Councillor Dr. I.J. Johnson			
Councillor P. King			
Councillor K.P. Mahoney			
Councillor Mrs. A.J. Moore			
Councillor N. Moore			
Councillor A.C. Parker			
Councillor R.A. Penrose			
Councillor A.G. Powell			
Councillor Mrs. A.J. Preston			
Councillor Ms. R.F. Probert			
Councillor G. Roberts			
Councillor J.W. Thomas			
Councillor R.P. Thomas			
Councillor R.L. Traherne			
Councillor S.T. William			
Councillor Mrs. M.R. Wilkinson			
Councillor A.C. Williams			
Councillor C.J. Williams			
Councillor E. Williams			
Councillor M.R. Wilson			
TOTALS	43	1	0

RESOLVED –

(1) T H A T this Council rejects the Williams Commission proposal to merge it with Cardiff City Council and considers that the Vale of Glamorgan Council is a viable and successful Authority, which should continue in its current form.

(2) T H A T the First Minister be requested to meet with a cross-party group comprising all Group Leaders on the Council in order to seek clarification of exactly what is being proposed.

890 WELSH IN EDUCATION STRATEGIC PLAN 2014 – 2017 (REF) –

RESOLVED – T H A T the use of the Urgent Decision Procedure (Cabinet Minute No. C2157, 13th January 2014) as set out in Article 13.09(a)(ii) of the Council's Constitution in order to enable the submission of the Welsh in Education Strategic Plan by 20th January 2014, be noted.

891 SAFE ROUTES IN COMMUNITIES (SRIC) GRANT BID 2014/15 (REF) –

RESOLVED – T H A T the use of the Urgent Decision Procedure (Cabinet Minute No. C2179, 27th January 2014) as set out in Article 13.09(a)(ii) of the Council's Constitution in order to enable the submission of bids to Welsh Government by 3rd February 2014, be noted.

892 LOCAL TRANSPORT FUND BID 2014/15 (REF) –

RESOLVED – T H A T the use of the Urgent Decision Procedure (Cabinet Minute No. C2218, 24th February 2014) as set out in Article 13.09(a)(ii) of the Council's Constitution in order to enable the submission of bids to Welsh Government by 28th February 2014, be noted.

893 REGIONAL ENGAGEMENT AND PARTNERSHIP STRUCTURES IN THE TOURISM SECTOR (REF) –

RESOLVED – T H A T the use of the Urgent Decision Procedure (Cabinet Minute No. C2219, 24th February 2014) as set out in Article 13.09(a)(ii) of the Council's Constitution in order to enable the submission of a response to Welsh Government by 27th February 2014, be noted.

894 ROAD SAFETY GRANT (REF) –

RESOLVED – T H A T the use of the Urgent Decision Procedure (Cabinet Minute No. C2220, 24th February 2014) as set out in Article 13.09(a)(ii) of the Council's Constitution in order to enable the submission of bids to Welsh Government by 28th February 2014, be noted.

895 GENERAL PLANNING MATTERS (REF) –

RESOLVED – T H A T the use of the Urgent Decision Procedure (Cabinet Minute No. C2225, 24th February 2014) as set out in Article 13.09(a)(ii) of the Council's Constitution in order to enable the submission of the Council's response to Welsh Government by 26th February 2014, be noted.

896 QUESTIONS PURSUANT TO COUNCIL PROCEDURE RULE 8.2 –

Due notice had been given of the following questions:

(i) **Question from Councillor R.J. Bertin**

Will the Cabinet Member please tell us how our traffic plan for Barry Island is operating and is it in force all year?

Reply from the Cabinet Member for Regeneration, Innovation, Planning and Transportation

I have asked the Cabinet Member responsible for an answer to your question and his response is as follows:

No.

There is a traffic regulation order in place at the mini-roundabout that links Paget Road with Harbour Road which permits the restriction of traffic accessing Paget Road southbound (towards the arcades) and for traffic northbound to be routed along the other part of Paget Road under the railway bridge towards the entrance to the Harbour Road car park. This reduces congestion around the Barry Island amenities at peak times and also assists in ensuring that the main car park at Harbour Road is used before vehicles progress towards the second car park at Nell's Point.

This arrangement does not prevent congestion but it does assist in reducing the problems of getting on and off Barry Island at peak times. As it takes time to implement and requires a staffing resource, it is generally used for public holiday periods and events, where large numbers of visitors are expected. The arrangement can be further assisted by Police presence on the junction of Harbour Road with The Parade where Police Officers are able to restrict access to the zebra crossing and also allow greater throughput for vehicles travelling off Barry Island by restricting conflicting traffic movements from the other legs of this junction.

My colleague also adds that, as Councillor Bertin will be aware, the Council is working hard to secure the second access road to Barry Island. He may not know that the Council's traffic officers are also looking at the potential to introduce new priority arrangements at the junction of Harbour Road and The Parade which could assist vehicles wishing to leave Barry Island at peak times without the necessity of a Police presence.

Supplemental

Referring to a significant queue of traffic on a Sunday in February, Councillor Bertin felt that the traffic plan was not working as it should and he asked why the second car park at Nell's Point had not been open.

The Cabinet Member indicated she would direct the question to the relevant Cabinet Member who would no doubt provide a written reply.

(ii) Question from Councillor R.J. Bertin

Does the Cabinet Member share my concerns about fracking and the environmental impact it may have on the Vale should it get the go ahead?

Reply from the Cabinet Member for Regeneration, Innovation, Planning and Transportation

Given the environmental nature of the question, I am not totally sure if you are asking the right Cabinet Member, but I will give you an answer from the planning perspective. We should always be worried about the potential environmental impact of a range of developments and proposals. The planning system exists to balance the various material factors, whether these factors be potentially positive (such as

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job creation or investment) or negative (such as pollution or environmental impact). In the case of fracking, there are also additional safeguards in place as a result of permitting and licensing a role and function that will be undertaken by Natural Resources Wales. The permitting process is an entirely separate process to planning and one that has been referred to in a recent appeal case at Llandow.

(iii) **Question from Councillor R.J. Bertin**

The First Minister has publicly stated that in light of the delay, he now expects local authorities to start the merger process voluntarily in order to move forward – do you think this is likely to happen?

Reply from the Leader

No.

(iv) **Question from Councillor C.P. Franks**

Some time ago an extensive survey was undertaken regarding the future of the Library Service. There were considerable fears that libraries opening hours might be reduced and some libraries might even close.

Can you indicate the findings of the survey, the total costs involved in preparing, conducting and analysing the survey?

Reply from the Cabinet Member for Adult Services

A survey was undertaken of library users and non-users, through the libraries and Vale Viewpoint citizens' panel, to which there were 2,752 responses. These responses were input onto the Council's Snap survey software, by staff employed in the Corporate and Customer Services and Learning and Skills Departments. Some were received directly online and others by hard copy. No record was kept of the time spent inputting this information, and therefore it is not possible to identify the costs. No external expenditure was incurred on the design, data input or analysis of this information.

The full results of the survey will be available on completion of the libraries review, which is anticipated at the end of March. Staff and review group members will be made aware of the outcome in order to assist them in the development of the action plan and to achieve the required budget savings.

The Leader and I are involved in the review group.

No.

(v) **Question from Councillor C.P. Franks**

Council is aware of the significance of the electrification of the rail network and its possible impact on the economy. Therefore it is vital that the line from Cardiff to Barry and to Bridgend as well as the Penarth line is progressed on time. What discussions have you had with Welsh Government and the relevant railway authorities regarding this vital project?

Reply from the Cabinet Member for Regeneration, Innovation, Planning and Transportation

I agree that the electrification of the rail network in South Wales is an important and vital project for the economy of Wales and for the Vale of Glamorgan.

The electrification of the rail network in Wales is being wholly managed by Welsh Government and I understand the projected timescale for implementation on the routes identified by Councillor Franks is 2018. However, I understand that the project has yet to be fully signed off and funding for all the works necessary has yet to be confirmed by the Welsh Government.

Technical officers have been involved in detailed discussions in respect of work that will be required to be carried out to structures on, or adjoining, the railway are keeping me briefed on the progression of the project. I will keep Council updated as the project progresses.

(vi) **Question from Councillor S.T. Wiliam**

Unlicensed traders can be a menace, threatening the livelihood of local businesses and public safety alike. They are opportunistic in nature and will turn up at events in order to make a quick profit. What enforcement measures can we as an Authority put in place to prevent them from trading once they have appeared?

Reply from the Leader

The Licensing Section is responsible for the issue and enforcement of Street Trading Licenses. Street Trading should not be confused with Pedlars' Licences, which are issued by the Police.

A pedlar's licence allows a person to trade whilst on foot. Pedlars can travel from:

- door to door
- place to place, or
- town to town.

It is the means by which a pedlar trades that distinguishes a pedlar from a licensed street trader. The means of a pedlar are mobile, whereas the means of a street trader are static (i.e. they have a fixed stall).

No.

A pedlar's licence once issued can be used anywhere in the United Kingdom. The "pedlar" cannot set up a fixed pitch from which to trade, but rather moves around acquiring custom. A pedlar may sell food. However, depending upon the nature of the food being sold, they may be required to register with their local Environmental Health Department.

Where licensing officers or police are in attendance at such events that would attract pedlars, they will ensure that pedlars are in fact operating under the terms of their Licence. Clearly, such licences would not necessarily have been issued by this Authority.

Pedlars who are found to be persistently flouting the terms of their Licence could be liable to prosecution.

Alternatively a Street Trading Licence is issued by the local authority within whose area the trading is going to take place.

Should an unlicensed street trader be seen by or reported to the Council action will be taken to prevent the individual continuing to trade until such time as an appropriate Licence has been issued.

The Council's Licensing Section is currently preparing a prosecution report in respect of an unlicensed trader who set up a stall to sell hot food for one day only at an annual event within the Authority's area.

The maximum penalty for Street Trading without a Licence is a level 3 fine that is equivalent to £1,000.

I should also add that we do also have Prohibition of Trading on Roads which is covered by Trading Standards and I know that as an ex-Trading Standards Officer we would go around looking for counterfeit goods and therefore seize them so we have that power too. However, that does not prevent them from trading because you have to prove who and what type of trader is there.

(vii) **Question from Councillor S.T. Wiliam**

Could the Cabinet Member provide an update regarding what action was taken recently following the loss of sand at some of our beaches?

Reply from the Cabinet Member for Leisure, Parks, Culture and Sport Development

Beach levels around the entire Vale of Glamorgan coastline have responded dramatically to the recent coastal storm events and high tides in early 2014. In general, erosion of the upper storm beach has been reported and in Whitmore Bay and Jackson Bay a general lowering of sand levels has been observed. In some areas these initial losses of material from the upper storm beach have since been replaced by gains. For example, the outfall at Porthkerry Country Park was

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undermined in January yet was blocked with beach material just one month later. Beach levels in Whitmore Bay remain relatively low, having recently exposed barrels on the beach that were reportedly relics of the Second World War.

As well as ongoing repairs to coastal structures damaged by the recent storms, additional monitoring of beach levels in key areas, including Whitmore and Jackson Bay, is currently being commissioned by the Council. Visual inspections of beach levels and critical structures are undertaken after significant coastal events but more detailed topographic surveys allow for a more scientific analysis of how beach levels change over time. These surveys will be used to supplement the ongoing biannual beach monitoring that has been undertaken through the Swansea and Carmarthen Bay Coastal Engineering Group (SCBCEG) since 2009. The latest results will be analysed to establish whether the current low beach levels are part of an erosional trend or just natural variability in response to recent extreme wave conditions. In parallel to this monitoring exercise, a wider study will be commissioned into sand volumes around the Vale of Glamorgan coastline and the potential future impacts on tourism. This study will collate and review the existing research into this issue, including potential impact of ongoing dredging activities, and identify key tourism areas that could be adversely impacted in the future. It is anticipated that this work will be delivered by a local university with expertise in Integrated Coastal Zone Management, drawing on previous work, including the latest Shoreline Management Plan and Vale of Glamorgan Tourism Strategy. The study report will also include any recommendations for additional monitoring of the coastline, which the Council would then look to incorporate into the ongoing coastal monitoring programme currently being co-ordinated through the SCBCEG and Welsh Coastal Monitoring Centre.

Supplemental

Councillor Wiliam indicated he had requested this as an item for consideration at the Scrutiny Committee (Economy and Environment) and was hoping that a detailed report would be prepared, complete with data which could help inform policy, and he asked whether the Cabinet Member considered that dredging could be a major factor on sand loss.

The Cabinet Member indicated that, at this stage the Council was not in a position to judge that, but his personal opinion was that the recent storms had played a big part.

(viii) **Question from Councillor S.T. Wiliam**

Can you tell Council when the agreement regarding the second road to the Island was signed between the Local Authority, Welsh Assembly and the Consortium?

Reply from the Cabinet Member for Regeneration, Innovation, Planning and Transportation

I am pleased to announce that we are in the final stages of drafting the various detailed agreements between the Welsh Government, the Council and the

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Consortium. It has been an extremely lengthy and time-consuming process, involving financial and legal advisors on all sites. Councillor Wiliam will probably push me for a specific date which I trust Members will understand, I cannot give. Suffice to say that we are a matter of days away from signed agreements.

Supplemental

Councillor Wiliam asked whether the Cabinet Member considered people would feel misled by an announcement in the press some months ago by the Administration that an agreement had already been signed.

The Cabinet Member stated that it was never announced that it had been signed. What had been announced was the Welsh Government budget announcement that it was in their budget for the loan agreement. At the moment, the Council was working productively with the developers and the Council had been advised that work to commence stage 1 of the road was also imminent.

(ix) Question from Councillor C.P. Franks

According to figures from Natural Resources Wales Flood Risk Assessment, 1,544 residential properties in the Vale of Glamorgan are in flood risk areas.

What is your policy on future housing development in flood risk areas or where development might contribute to increased surface water runoff that might increase the risk of flooding?

Reply from the Cabinet Member for Regeneration, Innovation, Planning and Transportation

National Policy requests local authorities when determining sites for suitable development in their development plans to avoid areas subject to unacceptable flooding risks, as identified by Natural Resources Wales, unless it can be demonstrated that the risks can be overcome by appropriate design and build solutions.

Future Development sites are contained within the Vale of Glamorgan LDP Deposit Draft.

As an integral part of the development of this Plan, whether a site was in a flood risk area or whether the proposed development of the site might cause increased surface water runoff, was considered in conjunction with advice from Natural Resources Wales and our own drainage engineers. The results of these assessments can be found in a Background Paper that accompanied the Vale of Glamorgan LDP entitled: Plan Preparation and the Assessment of Flood Risk (2013). This Document can be found on the Council's website.

If developments that are submitted as planning applications to the Council are within an area at risk of flooding the Council would consult Natural Resources Wales and, if

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appropriate, its own drainage engineers to advise on the suitability of the development proposed. This advice would be carefully balanced alongside all of the issues raised by the proposed development. The risk of flooding or causing flooding is an important material factor that this Council always considers very seriously when assessing planning applications for new development.

Supplemental

Councillor Franks asked whether the Cabinet Member could refresh people's memories regarding the details in the LDP and inform Council of the precise nature of these investigations.

The Cabinet Member indicated that she would provide a written reply.

(x) Question from Councillor Dr. I.J. Johnson

Council will recall the Local Development Plan debate on 23rd October last year where the Plaid Cymru group tabled an amendment warning that the LDP's housing target SP3 is not appropriate for the Vale of Glamorgan's projected population growth and household projections.

Statistics published on 27th February this year show that meeting the Vale's housing needs between 2011 and 2026 requires 5,600 houses, based on the principal projection.

This is 4,350 houses fewer than allocated in the Local Development Plan.

In response to my comments, the Cabinet Member said that 'The Council would be able to adjust for those figures before the Plan went to the Inspector, as well as every four years as part of the ongoing review provisions'.

How does the Cabinet Member plan to 'adjust' the Plan, given that we require barely half of the houses that she wanted to build?

Reply from the Cabinet Member for Regeneration, Innovation, Planning and Transportation

The Welsh Government Household Projections for 2011 were released on 27th February 2014. The figures that were released are HOUSEHOLD projections based on a short term trend covering a time when there was significant economic decline and some of the lowest housing build rates experienced for many a year. As Cabinet Member for Regeneration, Innovation, Planning and Transportation, I have higher economic activity and job creation ambitions for the Vale of Glamorgan to 2026 than has occurred over the past few years. I want the Vale to be a place where people can live and work.

Currently, officers are considering this latest Household projection data, which is not as simple as might be suggested. Over the coming weeks my officers will be

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analysing and interpreting the data objectively and in depth, in order to provide an up to date projection of housing need for the LDP Plan period. This update will be considered by Cabinet in due course along with all of the representations received to the Deposit Draft Vale of Glamorgan LDP.

Councillor Johnson probably needs to understand that the data that has been released needs to be properly interpreted and analysed. The data released does not give a dwelling requirement, rather it just provides household data which will need to be considered along with other population variables such as migration, birth rates etc. in order that a robust and suitable dwelling projection for the Vale of Glamorgan LDP can be delivered.

At this stage I cannot say whether the dwelling requirement figure will be revised downwards for the LDP as the work necessary for me to consider whether this would be an appropriate and sensible course of action for the Vale of Glamorgan has yet to be undertaken.

Supplemental

Councillor Dr. Johnson referred to the figure of 4,350 houses as being more than Llantwit Major or Dinas Powys and as representing a substantial over-development. He asked the Cabinet Member for an indication of what processes she would adopt in order to make this happen once this work had gone through.

The Cabinet Member reiterated her comment that this needed a complete in-depth review and that when it had been decided whether or not figures should be adjusted, then that would be done (at focus changes stage). At the moment the Council was moving into alternate sites consultation and after that, that would be built into it and there would be focus changes before submission to the Independent Inspector. The process was actually laid out in the Delivery Plan and it would be followed.

(xi) Question from Councillor Dr. I.J. Johnson

In papers provided to the planning committee in September 2013, there is reference to a draft estimate of the Joint Housing Land Availability Study (JHLAS) being 5.79 years of planning land, but the adopted JHLAS in November 2013 gave a final figure of only 4.42 years.

Could the Cabinet Member outline which sites are included in the draft estimate that are not in the final adopted version, and the reasons for withdrawal of those sites?

Reply from the Cabinet Member for Regeneration, Innovation, Planning and Transportation

The Joint Housing Land Availability (JHLA) studies are the approved source of housing land supply.

No.

The Adopted JHLA study, with a base date of 1st April 2013 (published in November 2013), covered the period 1st April 2012 to 31st March 2013 and showed the Vale of Glamorgan to have an agreed housing supply of 4.42 years. The JHLA studies are the approved source of housing land supply according to National Planning Policy.

The figures contained within a report to Planning Committee in September 2013 would have shown what the Council had resolved to approve (subject to S106 Agreement) or signed off since 31st March 2012. The report to Committee would have been illustrating what the Council had approved or resolved to approve since that time to demonstrate what the Council was doing in an attempt to remedy the shortfall in housing supply identified by the previous study with a base date of 1st April 2012. Therefore the 5.79 years was an officer estimated figure. However, this figure had not been agreed with the housebuilders and did not provide an agreed assessment with the housebuilders of what would be built over the next 5 years. The Approved 2013 Study however does.

The next Adopted JHLA study for 1st April 2014 will cover the period 1st April 2013 to 31st March 2014 and will be published later in 2014. It is hoped that this Study will show a marked increase in the amount of housing land readily available for the next five years, as Planning Committee has approved a number of housing developments recently. However it should be noted that for the housing site to be included in an approved study any planning "S106" agreement needs to have been signed by the 31st March 2014 as well as the housebuilders agreeing how many dwelling units will be built over the next 5 years.

If Councillor Dr. Johnson wishes to obtain detailed information on what was included in the approved study and what was included in the Planning Committee report one of the Planning Team would be more than happy to take him through it in detail.

Supplemental

Councillor Dr. Johnson referred to the JHLA as being based around a 10 year period, during which there had been a very strong change in the house building construction industry in Wales. He asked whether the Cabinet Member had considered asking the Welsh Government to look at a five year snapshot, rather than a 10 year snapshot.

The Cabinet Member indicated that the Council worked within Welsh Government Policy Frameworks.

(xii) Question from Councillor Dr. I.J. Johnson

What assessment he has made on the success or otherwise of the Council's environmental enforcement trial with a private company and why he has so far failed to bring a report on this issue?

No.

Reply from the Cabinet Member for Environment and Visible Services

A report was scheduled to be considered by Cabinet on this matter in January 2014. However, due to the recent success of Wrexham County Borough Council in incorporating environmental enforcement duties into the roles of their Civil Parking Enforcement Officers, I asked whether such an arrangement could be considered for this Council. I am advised that this information is now available, which will enable a report to be considered by Cabinet prior to the end of this financial year.

For the information of Council, 1,483 fixed penalty notices were issued during the XFOR trial, which operated for a 10 month period from 30th July 2012 to 20th May 2013. The income received was slightly less than the cost of the trial and this will be fully detailed within the forthcoming report. Clearly with the Council's current financial situation, the cost of the enforcement arrangements should not unduly add to the already difficult budget position faced. Whilst I would suggest there were many successful aspects to the trial, the financial model used by the enforcement company was not sustainable and hence their ending the trial early. Also there was some criticism with the propensity of the enforcement officers towards the enforcement of offences involving cigarette-based litter material. Greater direction towards the offences that are of most concern to the public, such as general litter and dog fouling, could affect any financial model further, with the potential to increase service costs and reduce fixed penalty notice income. This is one of the matters that Cabinet will have to consider when discussing possible environmental enforcement arrangements for the forthcoming financial year and beyond.

Supplemental

Councillor Dr. Johnson asked how the Council was assessing the impact of the trial, in terms of when Officers were operational and when they had not been operational.

The Cabinet Member indicated he would provide a written reply.

(xiii) Question from Councillor Dr. I.J. Johnson

What assessment he has made of the impact of civil enforcement officers on parking issues in Vale town centres since their introduction almost a year ago, and how does he plan to improve the service in future?

Reply from the Cabinet Member for Environment and Visible Services

On 29th July 2013 I provided Cabinet with the first update report on our collaborative project with Bridgend County Borough Council on Civil Parking Enforcement. The initial report was aimed at providing comfort to Members that the new enforcement arrangements met with the business case targets for the collaboration, and did not pose a financial burden to our council tax payers. I aim to provide an end of year report to Cabinet prior to the recess, and officers will obtain the views of the citizens of the Vale of Glamorgan as to the success of the 12 month period, or otherwise, to inform this report.

No.

I am aware that Councillor Johnson has raised certain issues in his ward concerning the duration of Traffic Regulation Orders for loading bays in Holton Road and our traffic officers are currently reviewing this matter. This will include seeking the views of all businesses in the particular area of Holton Road concerned, to establish if they feel if any variation in the timing of the current Orders is necessary.

We have received many requests for the attendance of Civil Parking Enforcement Officers at sites throughout the Vale and we have attempted to accede to such requests wherever possible. The number of Civil Parking Enforcement Officers available throughout the Vale during the first 12 months has also been reviewed and it is likely that as a result of this review a number of additional seasonal enforcement officers will be employed during the summer period. For the most part it is true to say that traders have welcomed the new enforcement arrangements and we have received many positive comments from areas such as Penarth and Cowbridge where 'parking turnover' has increased which helps promote economic activity.

The service will be improved over time and lessons in respect to the scheduling of enforcement routes are being learnt daily. By its very nature, parking enforcement arrangements will never please everybody. However, as a function provided in partnership that reduces congestion in our town centres, increases parking turnover and protects certain groups such as disabled motorists and businesses wishing to load and unload their vehicles, I would say that the first 12 months have been a great success.

Full details of the outcomes associated with the arrangement will be detailed within the forthcoming report to Cabinet.

Supplemental

With regards to the seasonal enforcement officers, Councillor Dr. Johnson asked whether it could be assumed that they would be predominantly working in tourist areas, e.g. Barry Island, Penarth Marina.

The Cabinet Member indicated he fully expected that to be the case, but staff would be flexible in terms of operating where there was pressure on parking.

(xiv) Question from Councillor Dr. I.J. Johnson

A £646,000 grant from the Welsh Government for the 2013-14 financial year costs of the First Steps to Improvement initiative was warmly welcomed by the Social Care and Health Committee, but this does not cover the full cost of the Welsh Government's policy to the Vale of Glamorgan Council.

This grant was provided following excellent work by officers in highlighting the specific cost to the council that came about as a result of behavioural change following the policy's introduction.

No.

Unfortunately, while continuing the total Wales-wide grant of £3.2m in the next 2014/15 financial year, the Local Government Minister has applied this to the Revenue Support Grant in the normal manner in the draft settlement, meaning that the Vale of Glamorgan will receive only £119,000 from this grant.

What future actions does the Leader have in mind to persuade the Local Government Minister to change her mind on this in future budget settlements?

Reply from the Leader

Thank you for your question.

In our contact with all the relevant Welsh Government Ministers, both the Deputy Leader and I have very strongly pursued fair remuneration for the costs we've incurred in implementing this policy. In fact, at a political and at an officer level, the Vale of Glamorgan has been by far the most active and successful local authority in challenging the levels of compensation made available in recent years; hence the reason the Council obtained an uplift last year.

Our loss of income has been considerable (and this has been acknowledged) – estimated at £2.8m (£2.4m Net) at the end of 2012/2013. The additional funding for 2013/2014 is welcome but it does not come near compensating the Council in full (as we all know). For this reason, we are deeply disappointed with the decision to use the normal funding formula for RSG in dividing up the additional monies for subsequent years, notwithstanding our robust representations. We are looking for a figure of at least £75 - £100 a week.

Welsh Government is currently consulting very briefly about the level of the maximum charge and there are various permutations. Basically, Welsh Ministers now plan to revise the level of the maximum charge to £55 per week from April 2014, and £60 per week from April 2015. This Council will respond vehemently again by stating that the level of the proposed increase is insufficient and that we favour a much larger increase than any of those outlined in the options paper (as mentioned earlier in the meeting).

(xv) **Question from Councillor N.P. Hodges**

What progress has been made in relation to the provision of wireless broadband hubs in centres around the Vale and in tourist areas such as Barry Island?

Reply from the Cabinet Member for Regeneration, Innovation, Planning and Transportation

The provision of such hubs in town centres was proposed in the Council's bid for Vibrant and Viable Places grant, which was not successful. It remains a part of our Town Centre Regeneration plans. The Council has since engaged a new Town Centres Development Officer, and accessing further resources and working with key partners and organisations will form a key part of her remit. The Council has also

No.

implemented a free public access Wi-Fi at many of the main Council buildings using the services of "The Cloud" to provide this access.

Supplemental

Councillor Hodges felt this would be a real positive boost for tourism, especially in areas such as Barry Island and Penarth Marina and urged the Cabinet Member to expedite this as quickly as possible.

The Cabinet Member indicated this remained part of the Council's Strategic Direction. On Monday of this week Cabinet received a presentation from BT Super Fast Cymru and she considered the matter to be not just about infrastructure, but also about the ability of communities to uptake that infrastructure and to use it effectively. Wales Co-operative Centre were actually including Communities First Areas within their digital inclusion activities and following Monday's meeting, she had also been in contact with the BT team with a view to accessing support for uptake of broadband.

897 SENIOR MANAGEMENT AND STAFFING REVIEW: CORPORATE AND CUSTOMER SERVICES AND RESOURCES DIRECTORATES (REF) –

During consideration of this matter the Managing Director and other members of the Corporate Management Team left the room and did not return for the remainder of the meeting.

Approval was sought for management and staffing changes proposed as a consequence of the recent review of the Corporate and Customer Services Directorate and changes in other Directorates.

Members were aware of the continuing financial challenges being faced by the Council and the need to protect services and management arrangements in the light of such challenges.

In anticipation of the above, the Council's Corporate Workforce Plan set out the requirement for a staffing and management review of all Directorates in order to help find supporting financial savings. This was currently being carried out by the Head of Human Resources.

The first review had taken place in the Corporate and Customer Services Directorate (formerly the Chief Executive's Directorate); the results of which were detailed separately at Part II of the agenda.

As a result of the restructuring approved by Cabinet, two specific areas required consideration by Council. Firstly, it was proposed that the new post of Head of Finance be designated as Section 151 Officer and the Operational Manager (Accountancy) designated as Deputy Section 151 Officer (both designations to apply until 31st July 2015 in accordance with the existing senior management restructuring arrangements agreed by Council in April 2012.

No.

It was further proposed that the designation of Lead Director for Children and Young People's Services be transferred from the Director of Social Services to the Chief Learning and Skills Officer from 1st July 2014 and that the job title of such officer be changed to the Director of Learning and Skills to reflect the change in statutory designation.

RESOLVED –

(1) T H A T the proposals in relation to the redesignation of Section 151 responsibilities and related issues be approved.

(2) T H A T the proposals in relation to the redesignation of statutory Lead Director for Children and Young People's Services be approved and the job title of the Chief Learning and Skills Officer be amended to the Director of Learning and Skills.

898 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.

899 SENIOR MANAGEMENT AND STAFFING REVIEW: CORPORATE AND CUSTOMER SERVICES AND RESOURCES DIRECTORATES (REF) (EXEMPT INFORMATION - PARAGRAPH 14) –

During 'Part I' of the meeting, the Council had agreed to the proposals in relation to the re-designation of Section 151 responsibilities and related issues and to the proposals in relation to the re-designation of statutory Head Director for Children and Young People's Services.

RESOLVED -

(1) T H A T the overall proposals in relation to the Corporate and Customer Services and Resources Directorates be noted.

(2) T H A T the Job Descriptions and salary ranges in respect of Section 151 and Deputy Section 151 Officer responsibilities, as set out in the report, be approved.