

CABINET

Minutes of a meeting held on 17th December, 2018.

Present: Councillor J.W. Thomas (Chairman); Councillor T.H. Jarvie (Vice Chairman); Councillors G.A. Cox, G.C. Kemp, A.C. Parker and R.A. Penrose.

Also present -

Councillors L. Burnett, N.P. Hodges and Dr. I.J. Johnson.

Apology for Absence -

This was received from Councillor J.C. Bird.

C505 MINUTES -

RESOLVED – T H A T the minutes of the meeting held on 3rd December, 2018 be approved as a correct record.

C506 DECLARATIONS OF INTEREST -

No declarations were received.

C507 JOINT CONSULTATIVE FORUM - 15TH OCTOBER, 2018 -

The minutes of the Joint Consultative Forum held on 15th October, 2018 were submitted:

Present: Mrs. J.E. Charles (Chairman); Councillors G. John, L.O. Rowlands (Substitute for Councillor B.T. Gray) and N.C. Thomas.

Representatives of Trade Unions: Miss. M. Canavan (NEU), Mr. T. Greaves (GMB), R. Hughes (UNISON), Mrs. L. Lancaster (NASUWT), Mr. G. Pappas (UNISON), and S. Robertson (UNITE) and Mrs. G. Southby (UNISON).

Officers: Ms. S. Alderman, Mr. L. Bonnie, Mrs. A. Davies, Mr. H. Isaac, Ms. E. Morgan, Mrs. A. Phillips and Mr. A. Unsworth.

(a) Apologies for Absence –

These were received from Councillors Mrs. P. Drake and B.T. Gray.

(b) Minutes and Matters Arising –

AGREED – T H A T the minutes of the meeting held on 2nd July, 2018 be approved as a correct record, subject to it being noted that the former Head of Human Resources was present.

(c) Declarations of Interest –

Councillor Mrs. J.E. Charles, G. John and L.O. Rowlands all declared an interest in respect of Agenda Item No. 8 – Reshaping Services Update. These Councillors had received dispensation from the Standards Committee to speak and vote on the related agenda items.

(d) Minutes of Directorate Consultative Groups –

The minutes of the following Directorate Consultative Groups were received:

- Social Services – 30th July, 2018
- Visible Services – 4th July, 2018
- Visible Services – 5th September, 2018.

Mrs. M. Canavan stated that there had not been a meeting of the Learning and Skills Consultative Group for some time and she stated that the next meeting was due in February 2019. This, she stated, was too far away and an earlier meeting should be arranged. In reply, the Operational Manager Human Resources stated that he would take this up with the Director of Learning and Skills.

(e) Minutes of the Corporate Health and Safety Meeting –

The minutes of the Corporate Health and Safety Group meeting held on 1st October, 2018 were received.

The Corporate Health and Safety Officer provided a brief update on the Care First Scheme and stated that this had been in place for two years and a positive increase in numbers had been seen. In addition, the flu vaccination sessions were up and running with a number of sessions in the Civic and the Alps offices. The forum noted that if staff were unable to book a slot then they could just turn up and a vaccination would be administered (pending availability of vaccinations).

AGREED – T H A T the minutes of the Health and Safety Meeting held on 1st October, 2018 be noted.

(f) Dates of Future Directorate Consultative Group-

AGREED – T H A T the following dates for Directorate Consultative Group Meetings as detailed below be noted:

- Learning and Skills – 13th February, 2019
- Learning and Skills – 12th June, 2019
- Resources – To be arranged
- Social Services – To be arranged
- Visible Services – Meeting scheduled for the first Wednesday of every month.

(g) Proposed 2019/20 NJC Pay Structure –

The Operational Manager Employee Services provided an update on the NJC Single Status Pay Award. In summary he referred to the following points:

- Cabinet had considered five options for a new pay structure and had chosen to implement Option 5. This was subsequently supported by Corporate Performance & Resources Scrutiny Committee. Since this decision, over 4,000 staff had been sent letters in order to explain the potential change to their grade/pay
- The new pay structure would result in the Council having a minimum hourly rate of £9.18 which would likely be above the Foundation Living Wage.
- There were currently a number of overlaps of grade between the bottom and top which caused issues with supervision of certain positions and the new pay structure was designed to address this.
- With regard to communication, staff would be able to attend a number of road shows before and after forthcoming school half term prior with HR and relevant trade unions.
- Details of the potential the change were also available to all staff through an update provided on StaffNet and on a council web page..
- If staff required further advice then an HR e-mail in box had been created and a help line had been set up.
- Salaries were based on full time annual rates.
- Grades would change from letters A-K to numbers 1-11 and there was no change to the Job Evaluation Scheme.
- The new pay structure for 2019/20 would be implemented from 1st April, 2019.

Mr. Hughes of Unison stated that the new minimum hourly rate was fantastic news but the rate for the Foundation Living Wage (FLW) had not yet been set. This was still a positive step for the lower paid workers. He added that he would like the administration to fully embrace the accreditation membership of FLW.

Subsequently, it was

AGREED – T H A T the new pay structure for 2019/20 be noted.

(h) Reshaping Services Update –

The Head of Performance and Development referred to the report for 15th October, 2018 Cabinet meeting which provided an overview of progress for all projects associated with the Reshaping Services programme.

Mr. Pappas of Unison, in referring to the Catering Services project, queried whether the increase in the minimum hourly rate had been taken into account when calculating possible savings. In reply, the Operational Manager Human Resources stated that this comment would be referred back to the appropriate officer.

Subsequently, it was

AGREED – T H A T the contents of the report be noted.

(i) Staff Survey 2018 –

The Operational Manager Human Resources provided an update on the Staff Survey 2018.

He outlined that the Staff Survey was launched on 1st October, 2018 and would run until mid-November. The Survey remained structured around the Council's four values and was closely aligned with the Staff Charter. A copy of the questionnaire was attached for information.

An information and awareness campaign had been running for several weeks on StaffNet in order to promote the work that had been undertaken to support staff over the past year, including the Staff Awards evening, GEM Scheme and the launch of NewsNet as a communication tool.

The results of the Survey would be publicised to office based staff via e-mail, with hard copies posted to those without access to ICT equipment. In some instances, such as frontline Neighbourhood Services staff, local arrangements to complete the Survey face to face at drop in sessions had been made. There would also be boxes at each Council site for hard copy forms to be deposited in and the Survey for all staff remained anonymous.

This year the opportunity had been taken to refine the questions set in use in order to drill down into specific areas where it would be useful to understand the influence line managers and corporate management had on the way staff perceived the support they received.

Following feedback, the results for the Survey would be provided to the Corporate Management Team earlier than in previous years and this was planned for December. This would enable there to be an opportunity for local service area based action plans to be developed in conjunction with service planning. These service area action plans would be further enhanced by the inclusion of line manager specific questions in the survey.

The Forum was advised that the overall results from the Staff Survey would be used to inform the narrative of the Big Conversation 2 which was scheduled for early 2019 and would be further explored as part of future Management Development Sessions and the Chief Officer Briefing Sessions which would take place on a six monthly basis.

The Chairman thanked staff for their participation.

AGREED – T H A T the update on the Staff Survey be noted.

(j) The Big Conversation 2 –

The Operational Manager Human Resources advised that in 2015, the Council's Senior Management Team held a series of approximately 50 briefing sessions to which all non-school based staff were invited to attend. The sessions, called The Big Conversation, introduced the pressures on the Council's budget and services and launched the Reshaping Services as the Council's response. There was an invitation for staff to become part of the cultural change required to ensure the Vale of Glamorgan remained a high performing Local Authority.

In terms of achievements since 2015, the Operational Manager outlined the following:

- The development of the Staff Charter
- The introduction of the Annual Staff Survey to measure employee engagement
- Review of the Appraisal Scheme and launch of the #ItsAboutMe
- A refreshed approach to internal communications via NewsNet
- Introduction of employee recognition schemes including the Going the Extra Mile scheme and in 2018 the first Annual Staff Recognition Awards Evening
- A relaunch of the Council's approach to induction of new starters
- The development of an Ideas and Innovation Scheme
- Introduction of Charter Champions and a Corporate Management Team / Staff Engagement Group
- Introduction of six monthly Management Development Sessions based around a staff designed management competency framework which culminated in a Chief Officer Briefing Session
- Further development of the Council's Leadership Café.

The Forum was advised that the above had increased employee engagement and had supported the new approach to working around outcomes as set out in the Council's Corporate Plan.

The Operational Manager advised that it was considered timely to now hold The Big Conversation 2. This was planned for early 2019 and would see the Senior Management Team go out to various locations in the Vale to deliver an updated message that would cover the following:

- An update on the Reshaping Services programme and the successes and learning so far
- An emphasis on how the Council could work differently to spend the approximately £4 in every £5 that remained in the Council's budget and to consider ways of generating income

- Provide an update on the engagement work that had been undertaken
- Identify volunteers to becoming involved in the next set of engagement activities.

The Forum was advised that the next set of engagement activities would build on a more local focus of the Staff Survey 2018, the results from which would be distilled into local action plans. It was proposed that Service Area Engagement Champions would be sought to identify and promote engagement. These Champions would provide a pool of resources that could be used to help support corporate initiatives around such themes including communications, inclusion, recognition, etc. They would also provide an opportunity for more people to become involved in taking the Council forward to meet the challenges of the future. It was planned that the details for The Big Conversation 2 would be formulated in the Autumn, ahead of the sessions in early 2019.

Mr. Pappas of UNISON, referring to future budgetary pressures, requested an update on the 'graph of doom'. In reply, the Operational Manager Human Resources stated that future budget settlements from Welsh Government would be challenging, and the Council had to be honest about this with staff.

Having considered the update, it was

AGREE – T H A T the update on The Big Conversation 2 be noted.

(k) Dying to Work –

The Operational Manager Human Resources provided an update on the Dying to Work campaign.

He advised that on 1st September, 2018, the Managing Director and the Leader along with representatives from the Trade Union Council Wales signed the Dying to Work Charter which reaffirmed the support, protection and guidance available to staff following a terminal diagnosis.

By signing, the Council had formally acknowledged its continued commitment to protect staff diagnosed, and ensure that they could expect a protected period where they could not be dismissed as a result of their condition.

In terms of how staff would be supported, this would include the following:

- Terminally ill workers would be secure in the knowledge that they would be supported following their diagnosis and the Council would recognise that safe and reasonable work could help maintain dignity, and offer a valuable distraction while also being therapeutic.
- It would provide employees with security of work, peace of mind and the right to choose the best course of action for themselves and their families.
- By signing the Charter the Council demonstrated its support to the TUC's Dying to Work Campaign so that all employees battling terminal illness had

adequate employment protection and had their death in service benefits protected for their loved ones they left behind.

The Forum noted that a copy of the signed Charter, which was attached at Appendix A, was displayed outside Committee Rooms 1 and 2 in the Civic Offices.

Subsequently, the Forum endorsed the Council's commitment as set out within the Dying to Work Charter.

(l) Date of Future Joint Consultative Forum meeting

It was noted that the next Joint Consultative Forum meeting would take place at 10:00 am, Monday, 11th February, 2019.

RESOLVED - T H A T the Minutes of the Joint Consultative Forum Meeting be noted.

Reason for decision

To note the contents of the Minutes.

C508 THE VALE OF GLAMORGAN LEISURE STRATEGY (REF) -

The Operational Manager, Neighbourhood Services, Healthy Living and Performance, advised that on 1st October, 2018 Cabinet had endorsed the Vale of Glamorgan Leisure Strategy and agreed that it be referred to the Scrutiny Committee for further consideration, prior to its return to Cabinet for formal adoption.

Members were advised that the Council's absence of a Leisure Strategy was identified in the Wales Audit Office report "The Future of Leisure Services in Wales – Delivering with Less", which cited the Vale of Glamorgan Council as the only example of good practice in Wales for the procurement of its Leisure Management Contract and that following extensive consultation and the use of an external and independent consultant a Strategy had now been produced.

The Strategy contained at Appendix A to the Cabinet Report commented on eight key areas. These being outdoor sport, indoor sport and leisure, sports development, parks and open spaces, outdoor activities, play, exercise referral and community centres. The Strategy also detailed current provision, issues and future objectives. The Strategy was linked to both the Council's Corporate Plan and the Welsh Government's Well-being of Future Generations (Wales) Act and was designed to cover the next ten years and therefore was linked to the maximum time possible for the current Leisure Management Contract with Legacy Leisure.

Members were advised that a key theme of the Strategy was the need for the Council to continue to develop over the next ten years as an enabler and facilitator

as opposed to a direct funder of leisure services. This would involve the continuation and development of partnerships and alliances to provide opportunities for people to enjoy physical activity. The action plan detailed areas of work such as fees and charges, raising awareness of services, opportunities to promote physical activities outdoors, potential for Community Asset Transfers, increased community access to education facilities, exploring future partnership opportunities and greater long term planning.

A Committee Member referred to the Committee's previous meeting when a report was considered around single use sports facilities. The Member stated that the Committee referred the report to Cabinet requesting that the Committee receive an update on progress. The Member queried whether this was indicated within the Cabinet resolution. In reply, the Cabinet Member for Health Living and Social Care, with permission to speak, advised that a report would be coming back to Cabinet and that the nothing had been closed. In addition, the Operational Manager stated that meetings with clubs and organisations had been held in order to discuss the proposals and the outcome of these would be reported back to Cabinet and there was then the potential for this report to be referred back to Scrutiny. He stated that he would need to clarify the Cabinet minutes for the relevant meeting.

In referring to page 32 of the Strategy and fees and charges, a Committee Member stated that increasing fees was at odds with increasing participation. In reply, the Operational Manager stated that most fees and charges were in relation to the Leisure Centre Contract, but what was also being considered was where Council subsidies applied were these reaching the right people. The Operational Manager added that the proposals were meant to increase participation and it was right for the Council to review where the subsidies were being allocated. In terms of single use facilities, the Operational Manager advised that the definition of this was not used by most clubs and organisations. It was hoped that following a review, this may lead to resources being made available and he highlighted that some subsidies were disproportionate to the number of people using the facilities. He added that some sports clubs presented no barriers when it came to participation and most had open membership and the key question for the Council was whether the Council was making the right use of resources.

With regard to the initiative for a Railway Walk in Penarth, the Operational Manager advised that this related to improving people's cycling skills as opposed to it being a sports track.

A Committee Member queried the overall vision of the Strategy. In reply, the Operational Manager stated that he would have liked the Strategy to be more specific in terms of Leisure Centres, but in light of the budgetary situation and the ten year period that the Strategy covered, the actions that were included were those that could be monitored and more likely to be progressed successfully. The Operational Manager, in commenting on the performance of the Vale, stated that the Vale of Glamorgan was ranked first in Wales in terms of public participation in sport and the Vale was one of the most efficient providers in Wales. The key aim of the Strategy was to bring all the Council's key priorities into one document and under its own umbrella.

With regard to marketing, a Committee Member stated that the Strategy could include greater detail. In reply, the Operational Manager stated that Legacy Leisure would say that it had been proactive around the use of social media but this was linked to the Leisure Centre Contract. Representatives of Legacy Leisure would be attending the next Scrutiny Committee meeting and the Operational Manager advised that the need for greater marketing could be raised then.

In reply to a query regarding reference to play, the Operational Manager advised that play came under sports development but he considered that more mention should've been given to play. He referred to the difficulty around funding and the need to secure additional money in order to ensure that the play schemes in place could continue. For this, Leisure Services would speak to colleagues in Social Services and Education. The Committee noted that this linked to play schemes organised at Ysgol Y Deri, with a Member stating that some families had commented on how difficult it had been to get there.

A Committee Member then raised two points. The Member's first point related to whether it was realistic that it would cost the Council £19k for a person to maintain sports pitches as, when he had spoken to individual clubs, they had advised him that the costs did not go anywhere near this amount. In reply, the Operational Manager stated that the Strategy needed the involvement of clubs, which was important if the Strategy was to be reactive on the needs of service users. The associated costs would be considered where clubs agreed to take over the running of facilities. The Member's second query was in relation to consultation and the Member queried whether the consultation exercise had been carried out before the Strategy had been developed. In reply, the Operational Manager stated that service users were one element of the consultation exercise which was carried out before the Strategy had been pulled together. He also advised that in terms of clubs and individual organisations, opportunity was there for them to contribute. With regard to the single use sports clubs, the Operational Manager advised that the Council had received mixed feedback. Some organisations felt that they could take over management and some were keener than others to meet the costs that the Council provided. It was likely that some organisations would be self-sufficient but there was a wide and varied picture with a need for consolidation. He referred to other Local Authorities that were undertaking the same course of action and he stated that these were difficult questions to answer and it was not an easy process to go through.

A Committee Member stated that the Operational Manager should be heartened by the level of interest of the Committee's debate as this was an extremely important area. The Member referred to the use of technology in order to ascertain the level of exercise and participation that individuals undertook. The Member queried whether there was such a mechanism available. In reply, the Operational Manager stated that the focus of the service was increasing opportunity for play, activities and participation and he referred to the success of the National Exercise Referral Scheme, which was well used. He also stated that technology was an important element and the Council worked very closely with Sport Wales as they were a key funding partner. In regard to school participation, the Operational Manager referred to the half post of Sport Development available to every secondary school and the duty to provide intensive opportunity for exercise at primary schools. He also advised that he was disappointed that it was likely for the digital school survey to be

removed from the school curriculum as this was a way of showing children what was available, particularly in a coastal Authority. This, he stated, was one issue with the Strategy as it was linked to the ten year contract with Legacy Leisure and so was less specific than it may have been. In terms of monitoring people's individual exercise regimes, the Operational Manager stated that this was something that the service was attempting to do but this would only be for people who had registered for a service.

In clarifying investment planned for Cliff Walk in Penarth, the Operational Manager stated that this could potentially include golf, but also other activities that linked to what was currently available at that location.

The Chairman queried the wording on page 21 regarding good quality provision and the wording of operation issues which was "Limited resources for Exercise Referral as a result of the grant; programme driven by specific criteria, and funded externally by Public Health Wales and the Welsh Government Funding and inclusion". The Chairman stated that this seemed confusing. In reply, the Operational Manager stated that this needed to be spelt out more clearly. The Chairman then queried action on page 36 and missing information around the need to promote awareness of the physical activity opportunities. This, the Operational Manager stated, could now be included.

The Committee then discussed the need for the Strategy to be reported back and it was agreed that the Strategy should be revised and for the amended document to be made more user friendly and for the amended version to be reported back to the Scrutiny Committee prior to its formal adoption by Cabinet.

Subsequently, it was

RECOMMENDED –

- (1) T H A T the Vale of Glamorgan Leisure Strategy be referred back to Cabinet for revision.
- (2) T H A T the revised and amended Strategy be reported back to the Scrutiny Committee prior to formal adoption by Cabinet.

Reason for recommendations

(1&2) That Committee felt that the Strategy was not very easy to read and some wording and terminology could be more user friendly."

Cabinet, having considered the recommendations of the Healthy Living and Social Care Scrutiny Committee,

RESOLVED –

- 1) T H A T the comments of the Healthy Living and Social Care Scrutiny Committee be noted.
- 2) THAT once amended, the strategy be referred to the Healthy Living and Social Care Scrutiny Committee prior to formal adoption by Cabinet.

Reason for decision

- 1) That the comments of the Healthy Living and Social Care Scrutiny Committee be taken into account.
- 2) In order that the Vale of Glamorgan Leisure Strategy be enclosed following consideration by the Healthy Living and Social Care Scrutiny Committee.

C509 AUDITOR GENERAL FOR WALES' OVERVIEW AND SCRUTINY FIT FOR THE FUTURE? (REF) -

The Principal Democratic and Scrutiny Services Officer advised the Committee of the Auditor General for Wales' Overview and Scrutiny Fit for the Future? Report together with the draft action plan that had been prepared in response to the proposals for improvement contained within the report.

It was noted that the Wales Audit Office (WAO) had undertaken reviews of 22 Local Authorities in Wales on how fit for the future their scrutiny functions were. Between October 2017 and February 2018 the WAO undertook document reviews, interviewed a small number of key officers and ran focus groups of key Councillors to understand their views on the Vale of Glamorgan Council's (the Council) current scrutiny arrangements and in particular how the Council was approaching and intended to respond to current challenges including the Well-being of Future Generations (Wales) Act 2015 (WFG Act) in relation to those scrutiny activities as well as how the Council was beginning to undertake the scrutiny of Public Service Boards (PSBs).

As part of the review, the WAO also reviewed the progress the Council had made in addressing the recommendations from its earlier National Improvement Study "Good Scrutiny: Good Question" (May 2014).

The WAO published its review "Overview and Scrutiny Fit for the Future?" attached at Appendix A to the report in July 2018 setting out seven proposals for improvement as outlined below:

- P1. Skills and Development - Councillors should further consider the skills and training that Scrutiny Members may need to better prepare them for current and future challenges and develop an appropriate training programme.
- P2. Informing Governance - the Council's Scrutiny Committees should ensure that where appropriate Cabinet Members rather than Council officers are held to

- account for the efficient exercise and effective functions in accordance with statutory guidance.
- P3. Function - the Council should review the type of scrutiny support required to enable the scrutiny function to respond to current and future challenges.
 - P4. Function - the Council should explore different and more innovative methods for undertaking scrutiny activities.
 - P5. Function - the Council should consider how its scrutiny activity can focus on those areas where it would have most value.
 - P6. Function - the Council should be more innovative in how it engages the public in scrutiny activities.
 - P7. Evaluation - the Council should strengthen its evaluation of the impact and outcomes of its scrutiny activity and to learn from this in order to shape the future work of the scrutiny function.

In response to these proposals for improvement, a draft action plan had been prepared and had been presented to the Scrutiny Committee Chairmen and Vice-Chairmen Group at its meeting on 19th September, 2018.

The WAO had provided an overview of the report, advising that the challenge for Councils was to think about how they currently scrutinised and how well placed their arrangements were for the future. At that meeting the WAO advised that they recognised the significant Member Development Programme that had been undertaken and noted the successful alignment of the Scrutiny Committees to the Council's key objectives.

The Committee was therefore being requested to consider the draft action plan and refer it to Cabinet for approval together with any comments.

A number of Members expressed disappointment in respect of the report's comments on the observations at Committee meetings that had been undertaken by the WAO as they considered there had been a number of meetings that had been in the public interest where full scrutiny had been undertaken and, in their view, the WAO had missed the opportunity to view and observe those meetings. All Members were also of the opinion that Cabinet Members should be present at Scrutiny Committee meetings, not necessarily to be questioned but to have an understanding of the views of the Scrutiny Committees following debates in order to inform their decision making. It was also accepted that in most instances where there was a major issue, there would be significant public interest but for others not. Reference was made to the Scrutiny Committees' forward work programmes where a number of reports were noted as having slipped and therefore the Scrutiny Committees had to amend their forward work programmes on a regular basis. They considered that greater attention should be given to this aspect with Cabinet and officers being requested as far as possible to adhere to scheduling timescales.

Following full consideration of the report, it was subsequently

RECOMMENDED –

- (1) T H A T the report be noted and the action plan endorsed and referred to Cabinet for consideration.

(2) T H A T Cabinet be requested to approve the ongoing monitoring of the draft action plan as part of the Council's existing performance monitoring arrangements.

(3) T H A T it was the Committee's unanimous view that Cabinet Members should attend all Scrutiny Committee meetings as outlined above.

Reasons for recommendations

(1) In order that the Committee's comments can be forwarded to Cabinet for consideration and the action plan can be approved.

(2) To ensure effective monitoring of performance was undertaken via the Insight Board and Audit Committee.

(3) In order that Cabinet Members can be questioned on decisions at Committee meetings and also that they have the opportunity to hear debates."

Cabinet, having considered the recommendations of the Corporate Performance and Resources Scrutiny Committee,

RESOLVED -

(1) T H A T the draft action plan in response to the WAO's proposals for improvement be endorsed.

(2) T H A T ongoing monitoring of the action plan be approved as part of the Council's existing performance monitoring arrangements.

Reasons for decisions

(1&2) In order that the Council may respond to the WAO's proposals to improvement following the Auditor General for Wales' Overview and Scrutiny Fit for the Future review.

**C510 REVIEW OF CORPORATE COMMITTEE REPORT TEMPLATE
(REF) -**

The Head of Performance and Development advised that the current corporate Committee report template was longstanding and since its implementation there had been a number of significant legislative developments. The Well-being of Future Generations (Wales) Act 205 had come into effect in April 2016 and the Act placed particular emphasis upon ensuring public bodies thought more about the long term, worked better with people, communities and each other, looked to prevent problems and took a more joined-up approach to their work.

The Five Ways of Working set out in the Act gave a framework through which public bodies must work through to deliver the seven national Well-being Goals for Wales. The Five Ways of Working were:

- Long Term: looking to the long term so the Council did not compromise the ability of future generations to meet their own needs;
- Integration: taking an integrated approach so that public bodies looked at all the well-being goals in deciding on their well-being objectives;
- Involvement: involving a diversity of the population in the decisions that affected them;
- Collaboration: working with others in a collaborative way to find shared solutions;
- Prevention: understanding the root causes of issues to prevent them from occurring.

By working through the Five Ways of Working, public bodies ensured they were working towards the Sustainable Development Principle, which was a fundamental part of how public bodies must now operate through the Act. The principle was to act in a manner which sought to ensure that the needs of the present were met without compromising the ability of future generations to meet their own needs.

To aid Elected Members in their scrutiny of reports and to facilitate decision making, the revised template attached at Appendix B to the report proposed the inclusion of an introductory table. The table provided an effective overview of the key aspects of the report and a greater transparency than the current structure. An Executive Summary had been included in this table to provide an overview and to enable the most critical aspects of a report to be summarised into a small number of paragraphs. Replicating the existing report template, the Recommendations, Reasons for Recommendations, Background and Key issues for Consideration sections were maintained in the revised template. Through keeping these sections a consistency across the report presented to differing Committees would be achieved, enabling Members to continue to effectively scrutinise report content.

To further aid Elected Members to exercise their duties under the Act and to assess whether proper and adequate consideration of the National Well-being Goals, the Five Ways of Working and the Council's Well-being Objectives had been given; a specific section had been included in the revised template.

It was being proposed that the new corporate Committee report template, once approved, would commence usage in the February 2019 cycle of Committees.

Members welcomed the revised report template and the specific inclusion of the Executive Summary proposal section within the template.

Having fully considered the report, it was

RECOMMENDED –

(1) T H A T the report and the reasons for the proposed revision of the corporate Committee report template be noted.

(2) T H A T the report be referred to Cabinet to enable the revised corporate Committee report template to be implemented in the New Year.

Reasons for recommendations

(1) Having regard to the contents contained therein and having received a detailed overview of why a revised Committee report template had been proposed.

(2) To seek Cabinet approval for the changes to the revised corporate Committee report template.”

Cabinet, having considered the recommendations of the Corporate Performance and Resources Scrutiny Committee,

RESOLVED -

(1) T H A T the comments of the Corporate Performance and Resources Scrutiny Committee be noted.

(2) T H A T the report and the reasons for the proposed revision of the Corporate Committee Report Template be noted.

(3) T H A T the revised Corporate Committee Report Template be endorsed for implementation in 2019.

Reasons for decisions

(1) To note the comments of the report and the comments of the Corporate Performance and Resources Scrutiny Committee.

(2) Having regard to the contents contained therein and having received a detailed overview of why a revised Committee Report Template had been proposed.

(3) That a revised Committee Report Template for the Council be adopted.

**C511 GRANTS TO COMMUNITY/VOLUNTARY ORGANISATIONS (L)
(SCRUTINY - CORPORATE PERFORMANCE AND RESOURCES)**

The purpose of the report was to seek Cabinet's approval for the awarding of a grant from the corporate policy revenue budget.

The Leader advised that the Council had paid a grant of £3,200 to the YMCA for a number of years to cover the cost of the ground rent and that the Barry YMCA provided a valuable role in the community which contributed towards a number of the Council's priorities, including the partnership with Social Services for the Learning

Disabilities day unit, the use of the premises for educational projects and the provision of various leisure activities.

This was a matter for Executive decision.

RESOLVED - T H A T a grant of £3,200 be awarded to the YMCA for ground rent in 2018/19 and 2019/20.

Reason for decision

To enable the YMCA to continue to fund the ground rent chargeable on the site.

C512 DISPOSAL OF LAND - REAR OF 42 AND 44 FONMON ROAD, RHOOSE (L) (SCRUTINY - CORPORATE PERFORMANCE AND RESOURCES) -

The Leader advised that the Council owned a children's play facility located at Nurston Close in Rhoose and that the playground borders a number of properties located on Fonmon Road.

Over a number of years there had been encroachment onto the Council's land and the original boundary was difficult to locate. Therefore, the owners of 42 and 44 Fonmon Road had written to the Council to formally request that they be allowed to purchase the pieces of land they had maintained as part of their garden for a number of years.

The parcels of land would not be of interest to any other purchaser and the disposal of the land would not reduce the amount of public space currently available as the site had been inaccessible to the public for a significant period of time.

Whilst the Council would normally reject any application to purchase play space; given the number of years that the area appeared to have been occupied by residents it was proposed to make an exception in this instance. Furthermore, any sale would include a covenant restricting the future use of the land to garden use and Ward Members had been made aware of the proposal to sell.

This was a matter for Executive decision.

RESOLVED -

(1) T H A T the land identified at Appendix 'A' be declared surplus to the Council's requirements and sold to the adjacent property owners, the registered proprietors of 42 & 44 Fonmon Road, Rhoose at market rate, subject to covenants restricting future development on the land being included in the terms of sale.

(2) T H A T the Head of Finance be authorised to appoint an external valuer to provide a market valuation report for the land referred to in Appendix A and agree Heads of Terms for the sale in consultation with the Head of Neighbourhood Services and Transport.

(3) T H A T the Monitoring Officer / Head of Legal and Democratic Services be authorised to complete all necessary legal documentation required to dispose of the land.

Reasons for decisions

- (1) To allow a parcel of to be transferred to each of the occupiers of the neighbouring properties.
- (2) To ensure the Council's fiduciary and statutory obligations are met within the transaction.
- (3) To ensure legal procedures are followed.

C513 COMMUNITY ASSET TRANSFER APPLICATION - WAR MEMORIAL SITE, WICK ROAD, EWENNY (L) (SCRUTINY - CORPORATE PERFORMANCE AND RESOURCES) -

The application received was for a Community Asset Transfer (CAT) from Eweny Community Council for the possession of the War Memorial Site at Wick Road, Eweny.

The Leader drew Member's attention to paragraph 6 of the report which referred to the application site as a small area of public open space adjacent to the public highway that contained the Village War Memorial, a Memorial Tree and a bench.

In the application, the Community Council advised that the area acted as a focal point for the village and also had the potential to be managed to create a more attractive space with planting and art work. Therefore, the Council's Community Asset Transfer Group and Insight Board had considered the application and had approved the recommendation of a presentation to Cabinet.

The Leader added that although part of the site was adopted highway and it was possible that a footway could be developed across part of the site at some point in the future, that would be taken into account when agreeing the precise terms and conditions of the CAT Transfer with the Community Council. It was therefore recommended that any transfer of the War Memorial site should be on the basis of a long term lease hold with account taken of the adopted status of part of the site. This would protect the Council's longer term interests in so far as the use can be restricted for the term of the lease for the proposed use.

The two ward members which the site covers had been consulted and no adverse comments had been received.

This was a matter for Executive decision.

RESOLVED -

- (1) T H A T the contents of the report be noted.

(2) T H A T the Community Asset Transfer Application for the War Memorial site at Wick Road, Ewenny from Ewenny Community Council be approved and that the Head of Finance/Section 151 Officer be authorised to agree terms and conditions for a lease of the site to the Community Council.

(3) T H A T the Monitoring Officer/Head of Legal and Democratic Services be authorised to prepare and execute the necessary documentation for the Community Asset Transfer of the site referred to in Resolution (2) above to the Community Council (subject to no objections being received in line with Resolution 4).

(4) T H A T the Monitoring Officer/Head of Legal and Democratic Services be authorised to advertise the disposal of the public open space in accordance with Section 123 (2A) of the Local Government Act 1972.

Reasons for decisions

(1) Having considered the application and the information received from the Community Council.

(2) In line with the Community Asset Transfer process.

(3) In order to permit the transfer of the site to the Community Council to proceed subject to no objections being received in respect of the proposed disposal

(4) In order for the proper legal process to be followed.

C514 CARBON MANAGEMENT PLAN 2018-22 (L) (SCRUTINY - CORPORATE PERFORMANCE AND RESOURCES) -

The purpose of the report was to provide an update on the current Carbon Management Plan and to seek formal approval for the second Carbon Management Plan for the period 2018 – 22.

The Leader advised that the previous Carbon Management Plan was agreed at 4th January 2012 by Cabinet, which set a target of a 20% reduction over the period of the plan, and was pleased to report that an actual reduction of 21.3% had been achieved to date.

The revised Carbon Management Plan indicated how a 12% reduction could be made through schemes that had been developed or already identified and progress against these actions would be reported to Cabinet on an annual basis.

This was a matter for Executive decision.

RESOLVED -

(1) T H A T the progress made in the first Carbon Management Plan (CMP1) be noted.

(2) T H A T the second Carbon Management Plan 2018/22 (CMP2) attached as Appendix 1 be approved and adopted.

Reasons for decisions

(1) To ensure that Members are aware of progress with carbon management across the Council.

(2) To allow progress to be made in delivering schemes to reduce carbon emissions and to meet targets for carbon reduction.

C515 APPOINTMENT OF OBSERVER ON INVESTMENT ADVISORY BODY (L) (SCRUTINY - NONE) -

The Leader presented the report and began by apprising Members of the categories of individual on the advisory panel which were Elected Members, expert independent advisers and officers of Cardiff Council and advised that the Advisory Panel was constituted on the following basis:

- Corporate Director Resources, Cardiff Council;
- Two independent advisers;
- Cardiff Council, three Councillors;
- Vale of Glamorgan Council, one Councillor as an observer; and
- Audit and Pension Manager, Cardiff Council.

The Vale of Glamorgan observer role was currently vacant therefore Members were requested to nominate and agree a representative from the Council to undertake the role. The Leader added that the specific role and powers of the Panel were set out in Appendix A to the report.

This was a matter for Executive decision.

RESOLVED -

(1) T H A T authority be given to the Leader to nominate a Member to be appointed to serve as an observer on the Investment Advisory Panel of the Council and Vale of Glamorgan Pension Fund.

(2) T H A T where legally possible, attendance at meetings of organisations to which a Member has been nominated/appointed by the Council be classed as an approved duty for which travelling and subsistence allowances are payable, in accordance with the Council's scheme.

Reason for decisions

(1&2) To ensure appropriate representation by the Council on Outside Bodies.

**C516 TOWN CENTRE FRAMEWORK - IMPLEMENTATION UPDATE (RP)
(SCRUTINY - ENVIRONMENT AND REGENERATION) -**

In the absence of the Cabinet Member for Regeneration and Planning, the Leader presented the report to provide an up-to-date position on the progress of the Town Centre Framework and associated Implementation Plan.

The Town Centre Framework, that contained a comprehensive Implementation Plan, was commissioned by the Council in 2012 and the work was undertaken by consultants Nathaniel Lichfield & Partners after widespread consultation with all stakeholders. Since adoption of the framework in February 2014 work had been underway against the Implementation Plan and reported to Cabinet and Scrutiny Committee ever since.

The Leader highlighted that the Implementation Plan had been attached as Appendix 1 to the report and that a column had been added showing progress made as of October 2018. Considerable progress had already been made in respect of most actions and Appendix 1 addressed cross cutting actions and then, in turn, those relating to specific retail centres. Implementation of the actions required a corporate approach involving many areas of the Council, and was often closely linked with other strategic documents such as The Local Development Plan.

This was a matter for Executive decision.

RESOLVED -

- (1) T H A T progress as set out in the updated Implementation Plan attached at Appendix 1 be noted.
- (2) T H A T the report be forwarded to the Environment and Regeneration Scrutiny Committee for consideration and that any comments are reported back to Cabinet in due course.

Reasons for decisions

- (1) In order to apprise Cabinet of progress.
- (2) To allow the Environment and Regeneration Scrutiny Committee to consider progress against the Framework.

**C517 REGIONAL COLLABORATION FOR VIOLENCE AGAINST WOMEN,
DOMESTIC ABUSE AND SEXUAL VIOLENCE (HBS) (SCRUTINY - HOMES AND
SAFE COMMUNITIES) -**

The Cabinet Member for Housing and Building Services presented the report which set out that on July 30th 2018 (min C392) Cabinet adopted the Cardiff and the Vale Violence Against Women, Domestic Abuse and Sexual Violence (VAWDASV)

Strategy and that in addition to the Strategy an action plan had been implemented across the region to ensure positive outcomes were achieved.

Welsh Government had also required a move to regional working on VAWDASV in terms of a national approach towards regional funding and commissioning. Therefore, Cardiff and the Vale of Glamorgan had agreed to co-operate as a region for that purpose due to a shared Health Board footprint, natural travel to work patterns, service access migrations for residents across the area and the pre-existence of some services.

The Cabinet Member added that the Governance arrangements for the Strategy were already in place and that the Vale Council was well represented on the regional meetings amongst decision makers to ensure that the Vale needs were reflected and met. The formal collaboration agreement would ensure that there was transparency between Cardiff and the Vale on the VAWDASV agenda.

The Leader thanked the Cabinet Member for his presentation of the report and advised that he looked forward to seeing future progress reports on the collaboration.

This was a matter for Executive decision.

RESOLVED -

- (1) T H A T delegated authority be granted to the Director of Environment and Housing in consultation with the Cabinet Member for Housing and Building Services to negotiate and agree the Heads of Terms of the Collaborative Agreement with Cardiff Council.
- (2) T H A T the Monitoring Officer / Head of Legal and Democratic services be authorised to agree and execute the necessary Collaboration Agreement with Cardiff Council.
- (3) T H A T further reports on the Council's actions in satisfying its duties under the Violence Against Women, Domestic Abuse & Sexual Violence (Wales) Act 2015 ("VAWDASV") be provided to Cabinet in due course.

Reasons for decisions

- (1) To comply with the VAWDASV (Wales) Act 2015 requiring Local Authorities to form regional partnerships and to secure regional award funding for projects specific to the Vale of Glamorgan.
- (2) To comply with the relevant legal requirements.
- (3) To ensure that Cabinet is regularly informed of progress.

C518 HOUSING DEVELOPMENT PROGRAMME - THE COLCOT HEALTH CLINIC, WINSTON ROAD, BARRY (HBS) (SCRUTINY - HOMES AND SAFE COMMUNITIES) -

The purpose of the report was to recommend to Cabinet that it approved the acquisition of the Colcot Health Clinic from Cardiff and Vale University Health Board, for the purpose of redevelopment into affordable housing.

The Cabinet Member for Housing and Building Services advised that the Cardiff and Vale Health Board had declared the health clinic surplus to their requirements and intended to close the facility at the end of the year. They had therefore offered the Council the opportunity to acquire the building under the public sector Land Transfer Protocol, on condition that the purchase was completed by the 31st March 2019.

It was also recommended that the Cabinet approved the scheme design process, the submission of a detailed planning application, to tender and enter into contract to construct, subject to receiving the requisite planning consent, a new social housing development of nine affordable apartments on the site of the Colcot Health Clinic.

The Cabinet Member added that the new development would comply with Welsh Government Development Quality Requirements, Lifetime Homes and Secure by Design Standards.

It was proposed that the new development will be included in the Final Capital Proposals 2019/20 following the preparation of the 2019/20 Housing Business Plan and that the scheme was submitted for Welsh Government grant funding.

This was a matter for Executive decision.

RESOLVED -

- (1) That the acquisition of the Colcot Clinic Site from the Cardiff and Vale UHB, for the purpose of redevelopment of the site to provide much needed new affordable homes be authorised.
- (2) That delegated authority be granted to the Head of Finance to finalise terms and conditions for the acquisition of the site in consultation with the Director of Environment and Housing Services and the Monitoring Officer / Head of Legal and Democratic Services.
- (3) That the Director of Environment and Housing be authorised to submit a planning application for the Scheme as a detailed application for the provision of 9 no. one bedroom apartments.
- (4) That the Director of Environment and Housing Services be authorised to commence tendering procedures for the services outlined in the report, subject to receiving the requisite planning consent.

(5) That, on receipt of the requisite planning consent, delegated authority be granted for the Director of Environment and Housing Services in consultation with the Cabinet Member for Housing and Building Services and the Head of Finance to accept and award tenders for the services in accordance with the Council's Contract Procedure Rules.

(6) That delegated authority be granted to the Monitoring Officer / Head of Legal and Democratic Services to agree the terms of and execute contracts with successful providers and to enter into any legal agreement required to effect the acquisition of the site.

Reasons for decisions

(1) To allow the conclusion of negotiations to acquire the Site, from the Cardiff and Vale UHB, for the provision of much needed one bedroom affordable apartments in the Colcot area of Barry.

(2) To allow the terms and conditions of the acquisition to be finalised and legal colleagues to be instructed

(3) To allow the progression of the detailed design, public consultation and the submission of a formal planning application for the Scheme.

(4) To allow the Housing Development Team to progress with the appointment of additional consultants, in order to produce a detailed suite of tender documents.

(5) To procure the works required to develop the site in accordance with Council's Contract Procedure Rules.

(6) To allow the acquisition of the site to be completed.

C519 PILOT TENANCY READY PROJECT OUTCOMES (HBS) (SCRUTINY - HOMES AND SAFE COMMUNITIES) -

The Cabinet member for Housing and Building Services advised that the Tenancy Ready Project began in January 2017 as a 2 year pilot Project to assist residents of the Vale of Glamorgan in an effort to maintaining their homes and to sustain their tenancies.

The pilot was funded for the period by the Vale of Glamorgan Council to prevent tenancy failures and to reduce homeless presentations. Delivered by Newydd Housing Association, it targeted applicants on the Homes4U Scheme and existing social housing tenants of all of the HOMES4U partners.

The continuation of the project was subject to further funding for 2019/20 and would require a contribution of £5,619.49 (20%) from the Council towards the full running costs which would be in line with similar contributions agreed by the Councils partner Registered Social Landlords.

The Cabinet member added that the project had enabled participants to develop an understanding of their rights and responsibilities as a tenant, how to maintain their home and live independently and assistance with budgeting.

The first three months of the project were spent researching best practice in the field of tenancy sustainment activities and gathering the relevant information required from partners. The project was then rolled out to the Homes 4 U partners and partner agencies, the number of which continued to expand.

Going forward it was hoped that discussions that had commenced with the South Wales Probation Service, Cardiff Prison's Governor and St Giles Trust Prisoner Support Services would help to develop a pilot Tenancy Training Project within Cardiff Prison for prisoners from the Vale of Glamorgan to prepare them to live independently on their release.

It was planned that in the future the Project would also contact all new HOMES4U applicants when they join the Scheme to offer them the tenancy Ready training.

The Project would also be extended to provide support and guidance to young person accommodated by the Council in supported accommodation projects to ensure that they were ready for 'move-on' into independent living.

This was a matter for Executive decision.

RESOLVED -

- (1) That the outcomes achieved by the Pilot Tenancy Ready Project, which is managed by Newydd Housing Association be noted.
- (2) That a financial contribution of £5, 619.49 (20%) towards the full running costs of the Scheme in 2019/20, in line with similar contributions agreed by the Council's partner Registered Social Landlords prevention agenda be approved.

Reasons for decisions

- (1) To ensure that Cabinet is fully informed of the important role the Project plays in supporting the Council's homelessness
- (2) To ensure the continuation of the Project.

C520 VALE OF GLAMORGAN COUNCIL HOMELESSNESS PREVENTION STRATEGY 2018-2022 (HBS) (SCRUTINY - HOMES AND SAFE COMMUNITIES) -

The Housing (Wales) Act 2014 Act statutorily requires local authorities to undertake a Homelessness Review and to produce a Homelessness Strategy setting out how the Vale of Glamorgan Council, in partnership with other stakeholders, would identify and develop the services required to help and support those persons in housing need.

A draft Homelessness Prevention Strategy had now been developed in consultation with partners setting out the steps and activities that would be undertaken by the Council and partners to deliver the required strategic outcomes for clients who were homeless or threatened with homelessness.

The Cabinet Member for Housing and building services stated that the implementation of a Homelessness Prevention Strategy would ensure there was an effective homelessness service in place in the Vale of Glamorgan, which promoted community sustainability and supported the most vulnerable and socially isolated residents.

The development of effective homelessness services across the Vale of Glamorgan would positively impact on the lives of those threatened with homelessness, and help to protect the most vulnerable from crime.

The Draft Strategy would require further statutory consultation with key stakeholders and partner agencies prior to resubmission to Cabinet for formal adoption.

This was a matter for Executive decision.

RESOLVED -

That subject to consideration by Homes and Safe Communities Scrutiny Committee:

(1) T H A T the draft Homelessness Prevention Strategy at Appendix 1 and Action Plan at Appendix 2 be noted and endorsed for consultation purposes and that the commencement of a formal consultation exercise be approved.

(2) T H A T following consideration by the Homes and Safe Communities Scrutiny Committee any comments be referred back to Cabinet for final determination in advance of formal consultation.

Reasons for decisions

(1) To ensure that all partners and stakeholders are consulted on the draft Strategy and Action Plan and all responses are considered before it is finalised and submitted to Welsh Government.

(2) To ensure that the comments of the Scrutiny Committee are taken into account in determining the Strategy.

C521 HOUSING DEVELOPMENT PROGRAMME - LAND AT HAYESWOOD ROAD, BARRY (HBS) (SCRUTINY - HOMES AND SAFE COMMUNITIES) -

The report presented by the Cabinet Member for Housing and Building Services sought to progress with the acquisition of the land at Hayeswood Road, Barry, for the purpose of developing a wholly affordable housing scheme.

Negotiations with Welsh Government had already commenced to purchase the land for the provision of a Gypsy and Traveller site. However, Cabinet had since determined that the Gypsy and Traveller site would not be progressed.

The Cabinet Member added that the site was located within an identified Settlement Boundary and was an Allocated Housing site under the Local Development Plan. The site was situated in the Castleland Ward and there was considerable demand for affordable housing in the ward.

It was further recommended that the Housing Development Team be authorised to explore and recommend a viable affordable housing scheme in a further report to Cabinet, prior to submitting a planning application for such a scheme and concluding the purchase with Welsh Government.

This was a matter for Executive decision.

RESOLVED -

(1) T H A T approval be granted to continue negotiations with Welsh Government with the aim of acquiring the Site at best price, having regard to the proposed use of the Site, existing site constraints and abnormal costs.

(2) T H A T approval be granted to allow the Housing Development Team to explore and recommend a viable affordable housing scheme in a further report to Cabinet, prior to submitting a planning application for such a scheme.

Reasons for decisions

(1) To continue negotiations with Welsh Government in order to establish an acceptable value for the Site for a wholly affordable scheme, for the purposes of providing much needed affordable housing in Barry.

(2) To allow the Housing Development Team to further explore affordable housing options for a scheme, having regard to the importance of the Site in satisfying a considerable housing need for new homes in the Bendricks area of Barry.

C522 LEARNING AND SKILLS DIRECTORATE SENIOR MANAGEMENT STRUCTURE (LC) (SCRUTINY - LEARNING AND CULTURE) -

The report presented by the Cabinet Member for Learning and Culture outlined a number of pressures and risks associated with a lack of senior management capacity within the Learning and Skills Directorate and sought approval from Cabinet to establish a new Head of Service post and to re-designate an existing Head of Service post to address gaps in capacity:

- The lack of a dedicated School Improvement resource which had resulted in a gap in the Council's capacity to address a range of School Improvement

issues;

- The post 16 education agenda; for which there was no strategic lead or indeed any officer capacity at present;
- The new Additional Learning Needs Act would require a major change programme to be put in place and a series of actions would need to be undertaken at a regional and local level and these were summarised in section 9 of the report. The Council's implementation plan was extensive however, the current Head of Achievement for All did not have the capacity to take a strategic lead in relation to the Act which was the most significant change to legislation for children and young people with Additional Learning Needs in a generation. Therefore, the risks of not creating this capacity were significant.
- There was a need to develop a Strategy for Education Other than at School (EOTAS) and linked to this we must also review our approach to behaviour management. Areas for development were well documented in the Corporate Plan 2017 -20 and in service plans however, there was a need to ensure there was capacity to lead the reshaping of EOTAS and behaviour management at a strategic level. This currently fell to the Head of Achievement for All.

The Cabinet Member added that it was proposed that a new head of service post; Head of Standards and Provision be established that would be funded by the deletion of 1.5 vacant senior posts within the Directorate. This would result in a saving of £11,180 per annum.

It was further proposed that the Head of Achievement for all post be re-designated and that there be a transfer of functions as detailed in the report to the new Head of Service post.

This was a matter for Executive decision.

RESOLVED - T H A T the establishment of the post of Head of Standards and Provision and the re-designation of the Head of Achievement for All to Head of Additional Learning Needs and Well-being be approved.

Reason for decision

To improve the capacity of Senior Management to successfully drive and implement the significant national and local change agenda affecting education services in the Vale of Glamorgan.

C523 PROPOSAL TO INCREASE THE NUMBER OF PRIMARY WELSH MEDIUM SCHOOL PLACES IN BARRY (LC) (SCRUTINY - LEARNING AND CULTURE) -

The report was seeking approval to consult on a proposal to move Ysgol Sant Baruc from its current location on St Paul's Avenue in Barry to a newly constructed 420

place school building with 96 part time nursery places on the Barry Waterfront development.

As part of the proposal all staff and pupils would move from the existing building to a newly constructed school building. The new building would increase the capacity for Welsh medium primary school places by 210 and nursery places by 48 within Barry and it was proposed that the consultation would run from 8 January 2019 to 22 February 2019.

The Cabinet Member for Learning and Culture highlighted that the increase in Welsh medium primary school places in Barry was proposed in order to ensure that the Council's School Investment Programme was reflective of the commitments outlined in the Vale of Glamorgan's Welsh in Education Strategic Plan, to cater for the projected increases in demand for Welsh medium education and to reflect national priorities such as those outlined in Welsh Government's Cymraeg 2050: A Million Welsh Speakers by 2050 strategy.

This was a matter for Executive decision.

RESOLVED -

- (1) T H A T the Director of Learning & Skills be authorised to undertake consultation from 8 January 2019 to 22 February 2019 on the proposal to make a regulated alteration under section 2.3 of the School Organisation Code November 2018 to increase the capacity of Ysgol St Baruc from 210 places to 420 places which would increase Welsh medium capacity in Barry by an additional 210 primary school places and 48 part time nursery places.
- (2) T H A T implementation of the proposal that would be subject to the relevant statutory processes be noted and the fact that Welsh Government capital funding would be subject to approval of a rigorous business case.
- (3) T H A T an increase in Welsh medium primary school places in Barry, in order to ensure that the Council's School Investment Programme is reflective of the Council's commitments in its Welsh in Education Strategic Plan (WESP), be authorised.
- (4) T H A T the report and relevant appendices be referred to the Learning and Culture Scrutiny Committee for consideration as part of the proposed consultation exercise.

Reasons for decisions

- (1) To seek feedback through a formal consultation with the community and prescribed stakeholders, and to enable the Council to comply with the requirements of the Schools Standards and Organisation (Wales) Act 2013 and the School Organisation Code 2018.
- (2) To ensure that Cabinet is aware of the views and responses of those consulted when deciding whether or not to proceed with a proposal to publish the

proposal by way of a statutory notice and of the scheme's dependency on Welsh Government match funding.

(3) That the Council's School Investment Programme is reflective of the Council's commitments in the Welsh in Education Strategic Plan (WESP) which aims to ensure that demand for Welsh medium education can be met in the long-term, in line with Welsh Government's National Gymraeg 2050 strategy and contributing to its ambitious target of 1 million Welsh speakers by 2050.

(4) To ensure that the Learning and Culture Scrutiny Committee is consulted on the proposal.

C524 SCHOOL ADMISSION ARRANGEMENTS 2020/21 (LC) (SCRUTINY - LEARNING AND CULTURE) -

The report was seeking approval to consult on school admission arrangements for pupil admissions in the academic year 2020/21. This was required in order to meet the Council's obligations to annually consult and agree the admission arrangements by no later than 15th April 2019.

The report proposed an amendment to the existing School Admissions Policy for admissions into the academic year 2020/21 with the consultation period being from 14 January to 22 February 2019. The Cabinet Member for Learning and Culture advised that a report on the outcome of the consultation would be presented to Cabinet in March 2019 and that the full proposed consultation document was attached to the report. The report also references a pilot programme for the introduction of coordinated admission arrangements.

The key changes proposed within the arrangements related to the oversubscription criteria for secondary schools, prioritising those living in a school's catchment area and removing the feeder primary school as an oversubscription criterion. This would give priority to pupils living in an area to gain a place in their local secondary school.

This was a matter for Executive decision.

RESOLVED - T H A T the consultation required to agree local authority admission arrangements for all community schools in the Vale of Glamorgan as set out in Appendix A to the report be approved.

Reason for decision

Para 2.3 (page 6) of the School Admissions Code (Wales) July 2013 states that "Admission arrangements must be consulted on for each maintained school between 1 September and 1 March, and set by 15 April of the school year beginning two years before the school year in which the arrangements will apply".

**C525 FORMER WESTERN VALE INTEGRATED CHILDREN'S CENTRE,
LLANTWIT MAJOR: PROPOSED COMMUNITY ASSET TRANSFER (L)
(SCRUTINY - LEARNING AND CULTURE) -**

The Leader advised that the item was to be considered under Part I and Part II of the agenda with the Part I report providing background on the WVICC site and the CAT process that had been underway for the past two years.

The report provided Cabinet with an overview of the process followed and that five expressions of interest were received at the initial stage and two progressed to a full business case. Following consideration of the business cases, GVS' was considered the most viable.

The GVS business case set out proposals to establish a nursery provision on the site, with complementary use by community groups of other areas of the building. An element of revenue to support the running costs of the building would be generated by renting space to small businesses. This was consistent with the EOI initially published by the Council.

GVS had applied and secured first stage approval for Rural Communities Development Funding to enhance the physical structure of the building that would enable it to deliver the above uses. The market research undertaken by the Council as part of the 2016 proposals evidenced that there was demand for nursery provision in the area. CATs were an example of the Reshaping Services agenda working to protect community services by delivering them in different ways and at a lower cost to the Council (WVICC currently cost approximately £40k per annum in revenue costs).

GVS had also committed to liaising with the existing range of community groups who currently used the WVICC site to provide services to determine how the services would be provided in future, as well as in forging links with other groups.

As part of the proposals, ward members' views were sought and the Leader advised that Cllr. Gwyn John had provided the following comment: "I have no objection only to say that is GVS find in future years they do not wish to stay at WVICC for any reason, the building goes back to the Council".

The Leader added that the Member's comment would be subject to the specific details of the lease agreement, with appropriate provisions written into the lease regarding the Council's continuing freehold of the building and the arrangements with regards termination.

This was a matter for Executive decision.

In noting that a Part II report on the matter was to be considered later in the agenda. It was

RESOLVED - T H A T the report be noted.

Reason for decision

Having regard to the contents of the report in order to progress Community Asset Transfer and to provide Cabinet with commercially sensitive information pertinent to the proposed transfer of the asset and subsequently to seek Cabinet approval for the Community Asset Transfer to progress.

C526 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.

C527 FORMER WESTERN VALE INTEGRATED CHILDREN'S CENTRE, LLANTWIT MAJOR: PROPOSED COMMUNITY ASSET TRANSFER (L) (EXEMPT INFORMATION - PARAGRAPHS 13 AND 14) (SCRUTINY - LEARNING AND CULTURE) -

The Part I report on the agenda noted that the GVS business case set out proposals to establish a nursery provision on the site, with complementary use by community groups of other areas of the building. An element of revenue to support the running costs of the building would be generated by renting space to small businesses. This was consistent with the EOI initially published by the Council.

The Part II report provided Cabinet with the commercially sensitive GVS business case and sought Cabinet approval of the formal resolutions to ensure the transaction was completed appropriately.

This was a matter for Executive decision

RESOLVED -

(1) T H A T the content and recommendations contained in the related Part One report on the agenda be noted.

(2) T H A T, the former Western Vale Integrated Children's Centre (WVICC) be declared surplus to the requirements of the Council and the Community Asset Transfer of the former Western Vale Integrated Children's Centre, Llantwit Major be approved.

(3) T H A T delegated authority be granted to the Head of Finance to agree terms and conditions to effect the Community Asset Transfer of the WVICC building to Glamorgan Voluntary Services (GVS) by way of a 99 year lease in consultation with the Director of Learning and Skills, the Monitoring Officer/ Head of Legal and Democratic Services and the Leader;

(4) T H A T having regard to resolution 2 & 3 above, delegated authority be granted to the Monitoring Officer/ Head of Legal and Democratic Services to draft, complete and execute the 99 year lease and all other necessary legal documents in order to effect the transfer to GVS.

Reasons for decisions

(1) In order to provide Cabinet with an overview of the proposals relating to a Community Asset Transfer.

(2) To provide Cabinet with all relevant, commercially sensitive, information relating to the business case received from Glamorgan Voluntary Services relating to the proposed Community Asset Transfer and to approve the transfer.

(3) In order that the terms and conditions can be agreed for the Community Asset Transfer to GVS.

(4) In order to complete the lease agreement.

C528 HOUSING DEVELOPMENT PROGRAMME - THE COLCOT HEALTH CLINIC, WINSTON ROAD, BARRY (HBS) (EXEMPT INFORMATION - PARAGRAPHS 13 AND 14) (SCRUTINY - HOMES AND SAFE COMMUNITIES) -

The purpose of the report was to recommend to Cabinet that it approved the acquisition of the Colcot Health Clinic from Cardiff and Vale University Health Board, for the purpose of redevelopment into affordable housing.

This was a matter for Executive decision.

RESOLVED -

(1) T H A T the acquisition of the Colcot Clinic Site from the Cardiff and Vale UHB, for the purpose of redevelopment of the site to provide much needed new affordable homes be authorised.

(2) T H A T delegated authority be granted to the Head of Finance to finalise terms and conditions for the acquisition of the site in consultation with the Director of Environment and Housing Services and the Monitoring Officer / Head of Legal and Democratic Services.

(3) T H A T the Director of Environment and Housing be authorised to submit a planning application for the Scheme as a detailed application for the provision of 9 no. one bedroom apartments.

(4) T H A T the Director of Environment and Housing Services be authorised to commence tendering procedures for the services outlined in the report, subject to receiving the requisite planning consent.

(5) T H A T, on receipt of the requisite planning consent, delegated authority be granted for the Director of Environment and Housing Services in consultation with the Cabinet Member for Housing and Building Services and the Head of Finance to accept and award tenders for these services in accordance with the Council's Contract Procedure Rules.

(6) T H A T delegated authority be granted to the Monitoring Officer / Head of Legal and Democratic Services to agree the terms of and execute contracts with successful providers and to enter into any legal agreement required to effect the acquisition of the site.

Reasons for decisions

(1) To allow the conclusion of negotiations to acquire the Site, from the Cardiff and Vale UHB, for the provision of much needed one bedroom affordable apartments in the Colcot area of Barry.

(2) To allow the terms and conditions of the acquisition to be finalised and legal colleagues to be instructed

(3) To allow the progression of the detailed design, public consultation and the submission of a formal planning application for the Scheme.

(4) To allow the Housing Development Team to progress with the appointment of additional consultants, in order to produce a detailed suite of tender documents.

(5) To procure the works required to develop the site in accordance with Council's Contract Procedure Rules.

(6) To allow the acquisition of the site to be completed.