

**CABINET**

Minutes of a remote meeting held on 30<sup>th</sup> November, 2020.

The Committee agenda is available [here](#)

Present: Councillor N. Moore (Chairman); Councillor L. Burnett (Vice-Chairman); Councillors B.T. Gray, P.G. King, K.F. McCaffer, Mrs. M.R. Wilkinson and E. Williams.

**C387 MINUTES –**

RESOLVED – T H A T the minutes of the meeting held on 16<sup>th</sup> November, 2020 be approved as a correct record.

**C388 DECLARATIONS OF INTEREST –**

No declarations of interest were received.

**C389 STATEMENT –**

The Executive Leader and Cabinet Member for Performance and Resources referred to the announcement made by the First Minister concerning new restrictions as a result of COVID-19 that would apply from 6pm on Friday 4<sup>th</sup> December, 2020. The numbers of cases had increased in many areas and therefore Welsh Government had decided to impose restrictions for the next three weeks to 17<sup>th</sup> December, 2020 when there would be a further announcement by the First Minister.

In the meantime, Vale of Glamorgan residents were urged to stay safe and take all necessary COVID precautions in the hope to have a safe Christmas.

**C390 VALE OF GLAMORGAN GATEWAY STATION WELTAG STAGE TWO OUTLINE BUSINESS CASE (REF) -**

The Leader referred to the reference from the Environment and Regeneration Scrutiny Committee on 20<sup>th</sup> October, 2020.

Having considered the report, the Scrutiny Committee

**RECOMMENDED –**

(1) T H A T the progress made on the Vale of Glamorgan Gateway Station WelTAG Stage Two Outline Business Case relating to proposals for a new railway station in the Vale of Glamorgan located near to the M4 junction 34 be noted.

(2) T H A T Cabinet be asked to disregard any consideration of the potential development of the new road linking the M4 Junction 34 to Cardiff Airport so that the Gateway Station project be given an independent assessment of its feasibility.

Reasons for recommendations

- (1) To update Members on progress made on the scheme.
- (2) In order to inform Cabinet of the views of the Scrutiny Committee that the development of a new road between M4 Junction 34 and Cardiff Airport should be considered separately and have no impact on proposals for the new Gateway Station.

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Cabinet noted that at the Scrutiny meeting a Committee Member stated that there were concerns in their Ward of a possible link between the train station and a new road but was assured by the Head of Neighbourhood Services and Transport that that the two projects were separate. Cabinet were asked to disregard consideration of the process but were not able to do so as it was a Welsh Government process for two distinct and separate matters.

Cabinet, having considered the recommendations of the Environment and Regeneration Scrutiny Committee

RESOLVED –

- (1) T H A T Cabinet noted the progress made on the Vale of Glamorgan Gateway Station WelTAG Stage Two Outline Business Case relating to proposals for a new railway station in the Vale of Glamorgan located near to the M4 junction 34.
- (2) T H A T recommendation 2 above of the Scrutiny Committee be not accepted as Cabinet were unable to accede to the request, as they referred to two distinct Welsh Government processes.

Reasons for decisions

- (1) To note the minutes of the meeting.
- (2) Having regard to the contents of the report and the two distinct processes.

**C391 CORONA VIRUS RECOVERY STRATEGY (REF) -**

The Leader referred to the reference from the Corporate Performance and Resources Scrutiny Committee on 21<sup>st</sup> October, 2020.

Having considered the report, the Scrutiny Committee

## RECOMMENDED –

(1) T H A T Cabinet be informed of the comments made at the meeting in relation to the following:

- Support given to businesses;
- The need to ensure that the Council was as upfront as possible with its proposals and having regard to matters of equality.

(2) T H A T Members be updated as soon as possible on any proposals.

Reason for recommendations

(1&2) Having regard to the contents of the report and the discussions at the Committee meeting.

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

## RESOLVED –

(1) T H A T the comments of the Scrutiny Committee be noted and that it also be noted that Grants had already been issued with monies from Welsh Government to as many businesses as possible who had met the application criteria.

(2) T H A T Cabinet would continue to update Members on proposals via Cabinet reports, reports to all Members and through discussions at Scrutiny Committee.

Reasons for decisions

(1&2) To note the minutes having regard to the contents of the report and the discussions at the meetings.

**C392 REIMBURSEMENT OF COSTS OF CARE (REF) -**

The Leader referred to the reference from the Democratic Services Committee on 16<sup>th</sup> November, 2020.

The Committee's endorsement was sought to promote the Independent Remuneration Panel for Wales' (IRPW) proposed changes in relation to the Reimbursement of Costs of Care (RoCoC) which would take affect from 1st April, 2021 and to encourage take-up of the support provided via this mechanism.

Having considered the report, Democratic Services Committee

RESOLVED –

- (1) T H A T the report be noted.
- (2) T H A T the draft Claim and Receipt forms for the Reimbursement of Cost of Care be approved for use.
- (3) T H A T the report be submitted to Cabinet for endorsement.

Reasons for decisions

- (1) In view of the information contained therein.
- (2) To achieve the principles of RoCoC.
- (3) To raise awareness of RoCoC.”

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Cabinet, having considered the recommendations of the Democratic Services Committee

RESOLVED –

- (1) T H A T the report be noted.
- (2) T H A T the approval of the draft Claim and Receipt forms for the Reimbursement of Cost of Care be endorsed for use.
- (3) T H A T the report be endorsed.

Reasons for decisions

- (1-3) To note the minutes of the meeting having regard to the contents of the report and the discussions at the Committee meeting.

**C393 CORPORATE PARENTING PANEL – 28<sup>TH</sup> SEPTEMBER, 2020 -**

The minutes of the meeting of the Corporate Parenting Panel held on 28<sup>th</sup> September, 2020 as contained within the agenda were submitted.

RESOLVED – T H A T the minutes of the Corporate Parenting Panel meeting held on 28<sup>th</sup> September, 2020 be noted.

Reason for decision

To note the Part I minutes.

**C394            CARDIFF CAPITAL REGION CABINET – 19<sup>TH</sup> OCTOBER, 2020 -**

The minutes of the meeting of the Cardiff Capital Region Capital meeting held on 19<sup>th</sup> October, 2020 as contained within the agenda were submitted.

RESOLVED – T H A T the minutes of the Cardiff Capital Region Cabinet meeting held on 19<sup>th</sup> October, 2020 be noted.

Reason for decision

To note the minutes.

**C395            USE OF THE MDS EMERGENCY POWERS (EL/PR) (SCRUTINY – ALL) –**

The Leader presented the report, the purpose of which was to advise Cabinet of the exercising of Emergency Powers by the Managing Director since the last report of 19<sup>th</sup> October, 2020.

The Council's Constitution at page 271 (delegated powers) states:

“MANAGING DIRECTOR OR, IN HIS ABSENCE, THE NOMINATED DEPUTY

1. Power to act, after consulting the appropriate Cabinet Member and, in the case only of matters involving the Council in financial commitments, the Leader, Section 151 Officer and the appropriate Chief Officer, in respect of any matter which, in his opinion:

- (a) requires immediate action; and
- (b) does not justify holding a special meeting of the body which would ordinarily consider the matter or is of such urgency or emergency as not to allow time for such a meeting; use of such delegated powers to be subsequently reported back to the Cabinet or Council as appropriate.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED – T H A T the use of the Managing Director's Emergency Powers be noted.

Reason for decision

To note the exercising of Emergency Powers by the Managing Director since the last report on 19 October, 2020.

**C396 INITIAL REVENUE BUDGET PROPOSALS 2021/22 AND MEDIUM TERM FINANCIAL PLAN 2020/21 TO 2023/24 (EL/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) -**

The Leader presented the report the purpose of which was to gain Cabinet's approval to commence consultation on the initial revenue budget proposals for 2021/22 and for the approval of the Medium Term Financial Plan 2020/21 to 2023/24

The Council was required under statute to fix the level of council tax for 2021/22 by 11<sup>th</sup> March 2021 and in order to do so, would have to agree a balanced revenue budget by that date.

The Council's provisional settlement had not yet been announced by Welsh Government and was expected this year on 22<sup>nd</sup> December 2020 with the final settlement due to be published on 2<sup>nd</sup> March 2021. Even though this crucial information had not been received, the budget setting and consultation process had to commence in order to meet statutory deadlines.

The report also includes the Medium Term Financial Plan 2020/21 to 2023/24 which links the Council's strategic planning process with the budget process and ensures consistency between them. It is a mechanism that attempts to match future predicted resources and expenditure, identify potential shortfalls and provide the financial framework for the next 3 years.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

**RESOLVED –**

- (1) T H A T the initial revenue budget proposals for 2021/22 be approved for consultation with the relevant Scrutiny Committees and other consultees.
- (2) T H A T the recommendations of the Scrutiny Committees be passed to Corporate Performance and Resources Scrutiny Committee as the lead Scrutiny Committee in order for their views to be forwarded to Cabinet.
- (3) T H A T the contents of the draft Medium Term Financial Plan for 2020/21 to 2023/24 be considered and endorsed.
- (4) T H A T the Plan be referred to Corporate Performance and Resources Scrutiny Committee for consideration with any comments made by that Committee being taken into account by Cabinet as part of the final budget proposals for 2021/22.
- (5) T H A T delegated authority be granted to the Head of Finance / Section 151 Officer in consultation with the Executive Leader and Cabinet Member for

Performance and Resources and Managing Director to review and agree the timetable for the completion and approval of the final budgets for 2021/202.

Reasons for decisions

- (1) In order to gain the views of Scrutiny Committees and other consultees.
- (2) In order that Cabinet be informed of the recommendations of Scrutiny Committees before making a final proposal on the budget.
- (3) To facilitate the integration of medium term financial planning into the corporate planning and budget process.
- (4) To consider comments of Corporate Performance and Resources Scrutiny Committee.
- (5) To ensure final decisions regarding the budgets for 2021/2022 are made in a timely manner.

**C397 INITIAL CAPITAL PROGRAMME PROPOSALS 2021/22 TO 2025/26 (EL/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) -**

The Leader presented the report, the purpose of which was to gain approval for the Initial Capital Programme Proposals for 2021/22 to 2025/26 so that they may be submitted to Scrutiny Committees for consultation.

The Deputy Leader and Cabinet Member for Education and Regeneration commented on the ambitious 21<sup>st</sup> Century Schools programme totalling £135m, rising to £167m with new school proposals. The programme had both a positive educational impact for young people and economic impact in terms of community benefits. Local businesses were benefitting from being able to tender to be a part of the supply chain connected to such projects. The Community benefits programme was delivering over 50% of procurement spend coming from the local post code.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

**RESOLVED –**

- (1) T H A T the Initial Capital Programme Proposals for 2021/22 to 2025/26 be approved for consultation with the relevant Scrutiny Committees.
- (2) T H A T any recommendations of Scrutiny Committees be passed to Corporate Performance and Resources Scrutiny Committee as the lead Scrutiny Committee in order for their views to be forwarded to Cabinet.

Reasons for decisions

- (1) In order to gain the view of Scrutiny Committees.
- (2) In order that Cabinet be informed of the comments of Scrutiny Committees before making a final proposal on the 2021/22 Capital Programme.

**C398 INITIAL HOUSING REVENUE ACCOUNT (HRA) BUDGET PROPOSALS 2021/22 AND REVISED BUDGET 2020/21 (EL/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) -**

The Leader presented the report the purpose of which was to gain Cabinet's approval for the Housing Revenue Account amended budget for 2020/21 and the initial budget proposals for 2021/22, so that the proposals may be submitted to Scrutiny Committee for consultation.

The report provided an update on the revised Housing Revenue Account Budget for 2020/21 and set out initial Housing Revenue Account budget proposals for 2021/22.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

**RESOLVED -**

- (1) T H A T the amended Housing Revenue Account budget for 2020/21 as set out in Appendix 1 be approved and submitted to the Homes and Safe Communities Scrutiny Committee for consideration to provide a context for Resolution (2).
- (2) T H A T the initial Housing Revenue Account budget proposal for 2021/22 be approved for consultation with the Homes and Safe Communities Scrutiny Committee.
- (3) T H A T the recommendations of the Homes and Safe Communities Scrutiny Committee be passed to Corporate Performance and Resources Scrutiny Committee as the lead Scrutiny Committee in order for their views to be forwarded to Cabinet.
- (4) T H A T the increase for rent and other services be subject to a future report to Cabinet as soon as the information was available from the Welsh Government.

Reasons for decisions

- (1) To facilitate monitoring of the amended Housing Revenue Account Budget.

- (2) In order to gain the views of Scrutiny Committee regarding the 2021/22 Housing Revenue Account Budget proposals.
- (3) In order that Cabinet be informed of the comments of Scrutiny Committee before making a final proposal on the budget.
- (4) In order to meet the statutory deadline to notify tenants of the new charges as required by Statute.

**C399 TREASURY MANAGEMENT MID-YEAR REPORT 2020/21 (EL/PR)  
(SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) -**

The Leader presented the report, the purpose of which was to provide a mid-year report on the Authority's Treasury Management operations for the period 1<sup>st</sup> April 2020 to 30<sup>th</sup> September 2020.

The interim report provided an update on the Authority's Treasury Management operations for the period 1<sup>st</sup> April to 30<sup>th</sup> September 2020. All activities were in accordance with the Authority's approved strategy on Treasury Management. Total external borrowing as at 30<sup>th</sup> September 2020 was £151.140m at an average rate of 4.679%. No new external borrowing was undertaken during the first 6 months of 2020/21. The Council invested with the Debt Management Deposit Facility, Local Authorities and Money Market Funds. Total investments as at 30<sup>th</sup> September 2020 stood at £100.500m at an average rate of 0.562%.

The Authority ensured that the Prudential Code was complied with, which had been developed by CIPFA as a professional code of practice. To demonstrate the Council had fulfilled these objectives, the Code set out prudential indicators that should be used and the factors that must be taken into account. The Council fully complied with these prudential indicators during the first 6 months of 2020/21.

Following the Debt Management Office (DMO) announcement on the 25<sup>th</sup> September 2020 that they would be offering negative terms on deposits, the Authority started utilising a broader range of investment tools reducing its use of DMO deposits and investing in Money Market Funds and making deposits with Lloyds Bank PLC, in line with the options available in the 2020/21 Treasury Management and Investment Strategy. The Treasury Management team also requested an increase in the financial limit for investments with UK institutions and Banks from £5m to £10m to facilitate increased use of these tools and this was approved using Emergency Powers on the 28<sup>th</sup> September 2020.

As a result of the Coronavirus pandemic both the UK's Sovereign and the Authority's banker's Lloyds Bank PLC have had their long-term credit ratings reduced during this reporting period. The reduction of the Sovereign rating to "Aa3 from Aa2" meant that the UK was still judged to be of high quality and subject to very low credit risk. Lloyds Bank PLC had had its credit rating reduced to "A1 from Aa3" and was now judged to be upper medium grade and subject to low credit risk. The revised rating still met the Authority's minimum credit rating criteria for investment. The Authority's Treasury advisers, Link Asset Services, had reduced

the advised maximum maturity period for investments with Lloyds from 12 months to 6 months following this downgrading.

Historically the Authority had used the 3-month London Interbank Bid Rate (LIBID) to calculate interest to be charged on internal borrowing. This rate would cease to exist from 2021 and therefore interest on internal borrowing from 2020/21 onwards would be calculated using the Sterling Overnight Interest Average Rate (SONIA).

External Borrowing rates of interest from the Public Works Loan Board was currently under review following a consultation with local authorities. The Authority intended to refrain from any external borrowing until the outcome of the consultation was determined. This position would be kept under review by the Section 151 Officer.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the Treasury Management mid-year report for the period 1<sup>st</sup> April 2020 to 30<sup>th</sup> September 2020 be accepted.
- (2) T H A T the latest Treasury Management indicators be agreed.
- (3) T H A T the report be referred to the next Corporate Performance and Resources Scrutiny Committee for consideration.
- (4) T H A T the use of Money Market Funds and Lloyds Bank Instant Access Accounts as investment tools be noted.
- (5) T H A T the changes to the investment limits be noted and agreed.
- (6) T H A T the report be referred to Council for approval.

#### Reasons for decisions

- (1) To present the Treasury Management mid-year report as required by the CIPFA Treasury Management in the Public Services: Code of Practice.
- (2) To present an update of the Treasury Management indicators which are included in the Treasury Management Strategy.
- (3) To present this report to the Corporate Performance and Resources Scrutiny Committee.
- (4) To ensure Members are aware of current Treasury Management practices.

- (5) To ensure Members are aware of changes to the Treasury Management strategy.
- (6) To comply with the Treasury Management Strategy.

#### **C400 DRAFT VALE OF GLAMORGAN COUNCIL ANNUAL DELIVERY PLAN (IMPROVEMENT PLAN PART 1) 2021-22 (EL/PR) (SCRUTINY – ALL) -**

The Leader presented the report, the purpose of which was to seek Cabinet endorsement of the draft Annual Delivery Plan (Improvement Plan Part 1) 2021-22 for consultation.

The report set out how the draft Annual Delivery Plan had been developed, the proposed consultation and the timetable for the Plan.

The Annual Delivery Plan was the Improvement Plan (Part 1) for 2021-22 and was aligned to the Council's four Well-being Objectives.

The Plan detailed the activities that would be undertaken in 2021-22 to deliver these objectives within the context of the current COVID-19 pandemic and the Council's Recovery Strategy.

The commitments within the Annual Delivery Plan would be reflected in Annual Service Plans together with service improvement targets which will detail how different Council services would contribute to the delivery of the four Well-being Objectives.

Publishing the Well-being Objectives at the start of the financial year would enable the Council to meet our statutory obligations in the Local Government (Wales) Measure 2009 and the Well-being of Future Generations (Wales) Act 2015 (WFGA), both of which placed specific duties on the Council in relation to objective setting and reporting. Under the Well-being of Future Generations (Wales) Act, the Council was required to publish its Well-being Objectives by 31<sup>st</sup> March each year and to keep them under review. Under the Local Government Measure, the Council also had to set annual Improvement Objectives and publish those as soon as possible at the start of the financial year. The forthcoming Local Government and Elections Bill was currently progressing through the Senedd and would place similar duties on Local Authorities. The latest draft guidance had been reviewed and the Annual Development Plan comprised a part of the Council's response to the Bill which would see the repeal of the Local Government Measure from 2021.

The Corporate Plan Well-being Objectives and associated commitments for 2021/2022 as outlined in the draft Annual Delivery Plan would be reflected in Service Plans for 2021-2022. Work had commenced to develop the service plans which would be presented to the relevant Scrutiny Committees in the New Year together with proposed service improvement targets for 2021-22.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED -

- (1) T H A T the draft Annual Delivery Plan (Appendix A) as the basis for consultation as described in this report be approved.
- (2) T H A T the consultation approach and timetable as set out in the report be approved.
- (3) T H A T the approach taken this year to draft the Annual Delivery Plan and the relationship with Annual Service Plans be noted.
- (4) T H A T the report be referred to all scrutiny committees as part of the programme of consultation requesting any comments to be shared with the Head of Policy and Business Transformation to inform revisions to the Annual Delivery Plan.

Reasons for decisions

- (1) To ensure that consultation can be undertaken on the draft Annual Delivery Plan.
- (2) To ensure that effective consultation is undertaken within the necessary timeframes for publishing the Annual Delivery Plan.
- (3) To ensure that Cabinet are aware of how the Coronavirus Recovery Strategy and other key documents have informed the Annual Delivery Plan which will provide the framework for Annual Service Plans.
- (4) To ensure that all Scrutiny Committees have the opportunity to consider the draft Annual Delivery Plan and provide feedback as part of the programme of consultation.

**C401 BREXIT - CURRENT POSITION AND PREPAREDNESS UPDATE (EL/PR) (SCRUTINY – ALL) -**

The Leader presented the report, the purpose of which was to provide a briefing on the current UK position on Brexit and its potential implications and risks to the Council as well as to present an action plan for the Council outlining the key actions required in preparation for Brexit and the end of the transition period

The report set out the current position on Brexit as at 16<sup>th</sup> November 2020 and outlined the potential implications associated with the next phase of the UK's departure from the European Union. The report took into account different trade outcome scenarios, flags, new/emerging risk areas associated with Brexit and proposed some preparatory actions (contained in an Action Plan) to address those identified risk areas.

The end of the transition period would bring significant changes to future trading relationships with both European counterparts and the rest of the World and would impact on EU citizen's rights to move to the UK and would see new restrictions on travel.

From January 2021, Freedom of Movement would come to an end. The EU Settled Status Scheme (EUSS scheme) had been established as the process in the UK whereby EU citizens could apply for settled status/pre-settled status. To be eligible to apply all EU citizens must reside in the UK before the 31<sup>st</sup> December 2020 deadline. Any EU citizen that entered the UK after this point would need to follow the UK's Immigration Policy that would be introduced from January 2021.

From the 1<sup>st</sup> January 2021, the UK would be leaving the EU's Single Market and Customs Union and would instead need to pursue its own independent trade policy which would see the introduction of a new set of customs arrangements and regulatory controls.

Until recently, trade negotiations between the UK and EU had stalled due to a lack of agreement over key issues such as governance, fisheries and 'level playing field' arrangements. The implications of a trade versus no trade scenario were explored in the report.

Considering the current status of the Brexit negotiations and the potential implications these have for the UK, the Council, our citizens and wider community, an analysis of risk areas has been undertaken. The risk areas had been categorised as internal (potential risks to the Council and its ability to fulfil its functions and statutory duties) or external (potential risks to our communities, businesses, local economy and citizens). Each risk area had been assessed based on its likelihood and impact in order to give it a risk score and had also be graded in terms of the level of internal control / influence the Council had over the issues.

The analysis of risk areas had been used to inform and refresh the Brexit Impact Assessment Action Plan.

The report sought Cabinet's consideration of the Brexit position as outlined in the body of the report and the endorsement of the actions contained within the Brexit Impact Assessment Action Plan for implementation. It was intended that this action plan would be regularly monitored by Cabinet as well as by the Strategic Leadership Team (SLT) and the Insight Board. If approved, the actions contained within the action plan would be incorporated into the Corporate Risk Register's Risk Management Plan on Brexit for monitoring via Audit Committee and Cabinet.

The Leader on behalf of the Cabinet extended thanks to the authors of the report as a comprehensive piece of work on the topic following a great deal of work that had been undertaken to collate all the information contained within. The Leader also suggested that this report should be sent to GVS as a Strategic Partner for their information.

The Leader also suggested that the Council continue to make residents of the Vale of Glamorgan and Vale of Glamorgan staff members and who wish to remain in the UK aware of the application process via the EUSS scheme.

The Deputy Leader commented on the number of constantly changing variables connected to Brexit that were still to be worked through both for the UK and the Vale. Discussions she stated regarding the Shared Prosperity Fund as the replacement for EU funding were ongoing but may not match the levels of funding that Wales had received previously which would have implications for areas of the rural Vale.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

#### RESOLVED –

(1) T H A T the current Brexit position as detailed in the report and appendices be noted, and that the findings from the same be reflected in the Council's Corporate Risk Register.

(2) T H A T, subject to Resolution (1), the report be referred to Audit Committee for their consideration as supplementary information to inform the quarter two update of the Corporate Risk Register.

(3) T H A T the proposed actions outlined in the Brexit Impact Assessment Action Plan (Appendix F) for inclusion in the Council's Corporate Risk Register and the associated Brexit Risk Management Plan be endorsed.

(4) T H A T the proposed approach for managing and monitoring the preparatory work for Brexit via the Corporate Risk Register be endorsed.

(5) T H A T the Insight and the Strategic Leadership Team (SLT) continue to monitor the Brexit situation and that the sharing of the report with all Elected Members, Town and Community Councils, the Public Service Board and Glamorgan Voluntary Services (GVS) as the Authority's partner in the Voluntary Sector be endorsed.

(6) T H A T the Vale of Glamorgan Council continue to make Vale of Glamorgan residents and Vale of Glamorgan staff members who wish to remain in the UK aware of the application process via the EUSS scheme.

#### Reasons for decisions

(1) To ensure that Cabinet Members are kept informed on the current position on Brexit and the potential implications and risks it presents to the Council and to ensure that these risks are reflected in the corporate risk on Brexit.

- (2) To ensure that the Audit Committee receives a timely update on the position of Brexit to consider alongside their quarterly review of the Corporate Risk Register.
- (3) To ensure that the refreshed Brexit Action Plan is agreed to support the Council's preparations for the next phase of Brexit and to ensure that these actions are also incorporated into the Corporate Risk Register and the relevant Risk Management Plan.
- (4) To ensure that an effective mechanism is put in place for regular and timely monitoring of progress to Cabinet and to make sure that this approach dovetails with our existing risk management processes.
- (5) To ensure that there is effective strategic oversight and monitoring of the Brexit Impact Assessment Action Plan by Officers and that all Elected Members, Town and Community Councillors, Public Service Board and GVS are kept informed of the current position on Brexit and are aware of the preparatory work underway.
- (6) To raise awareness of the application process for residents of the Vale and staff members within the Council and publicise for the approximately 3,000 EU, EEA or Swiss Citizens that reside in the County the application process via the EUSS scheme.

**C402 HOLM VIEW VACCINATION CENTRE PROVISION (EL/PR)  
(SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) -**

The Leader presented the report the purpose of which was to seek approval to agree an early surrender of the Legacy Leisure Lease of Holm View Leisure Centre and subsequently grant a two-year Lease of the property to Cardiff and Vale University Health Board (the UHB) to enable the UHB to utilise the building as a Vaccination Centre for COVID-19.

The report followed a request from the Cardiff and Vale University Health Board (the UHB) for assistance with establishing a location for a vaccine centre in the Vale of Glamorgan in preparation for when COVID-19 vaccines are approved.

Prior to the start of the pandemic earlier this year, Cabinet resolved that Holm View Leisure Centre be marketed for a community type use. Due to the restrictions imposed by the UK and Welsh Government as a result of the COVID-19 Pandemic, marketing was unable to progress. In the meantime, the Council had been approached by the UHB as outlined above.

Colleagues from the UHB had inspected Holm View Leisure Centre and had confirmed that the building was suitable for their proposed vaccination centre and requested a 2-year Lease.

Given the need to ensure adequate and urgent provision of new vaccine centres in light of unprecedented challenges from COVID-19, it was proposed to suspend

the marketing exercise of the Holm View Leisure Centre and to grant a two-year Lease to the UHB on terms and conditions to be agreed. The UHB wished to Lease the whole building.

An agreement relating to the early surrender of the existing Lease of the property to Legacy Leisure would need to be reached. Early discussions in relation to the proposed surrender had been positive.

The Cabinet Member for Social Care and Health commented that he was most grateful that a central location for Vale residents was able to be found to offer the facility as one of three to be made available across the Cardiff & Vale Health Board area. Residents would also be able to access the vaccine through other avenues, such as mobile testing to care homes, etc. to supplement provision.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED -

(1) T H A T the Director of Environment and Housing Services, in consultation with the Head of Finance / Section 151 Officer and the Monitoring Officer / Head of Legal and Democratic Services, negotiate the surrender of the current Lease of Holm View Leisure Centre with Legacy Leisure and the proposed new Lease to the UHB.

(2) T H A T the Director of Environment and Housing Services, in consultation with the Head of Finance / Section 151 officer, the Monitoring Officer / Head of Legal and Democratic Services and the Executive Leader and Cabinet Member for Performance and Resources, be authorised to grant a two year Lease, with break clauses, of Holm View Leisure Centre to the UHB for use as a vaccination centre and other associated uses, subject to Resolution (1) above.

(3) T H A T the Monitoring Officer / Head of Legal and Democratic Services be authorised to complete all necessary documentation to affect the surrender of the existing Legacy Leisure Lease and to complete the new Lease to the UHB.

(4) T H A T the marketing of the building be re-commenced during 2021 to allow sufficient time for bid proposals to be considered and a successful bidder confirmed, ensuring that the building was beneficially occupied as soon as possible after the UHB's lease expires.

(5) T H A T the urgency procedure set out at Section 14:4 of the Council's Constitution be approved in respect of Resolution (1) – (4) above.

#### Reasons for decisions

(1) To enable a vaccination centre to be established in the Vale of Glamorgan in preparation for a working COVID-19 vaccine.

- (2) To allow a new Lease to be issued to the UHB.
- (3) To allow for the completion of all necessary documentation to affect the surrender of the existing Lease to Legacy Leisure and completion of a new Lease to the UHB.
- (4) To ensure the marketing isn't delayed any longer than required and a beneficial use found for the building as soon as possible following the cessation of the UHB requirement.
- (5) To ensure that the building can be occupied as soon as possible to ensure that there are no delays to any COVID-19 vaccination programme.

**C403 LOCAL HOUSING MARKET ASSESSMENT (LHMA) 2019 (HBS)  
(SCRUTINY – HOMES AND SAFE COMMUNITIES) -**

The Cabinet Member for Housing and Building Services presented the report, the purpose of which was to request the adoption of the 2019 Local Housing Market Assessment.

Section 8 of the Housing Act 1985 required Local Authorities (LAs) to undertake a review of their Local Housing Market Assessments (LHMAs) every 2 years. In November 2014 Welsh Government (WG) issued the methodology by which they required all LAs to carry out the LHMA reviews.

A review of the Vale LHMA was carried out using the above methodology and with data extracted on 30<sup>th</sup> September 2019. The results of the LHMA 2019 showed a net need for an additional 890 units of affordable housing per annum for the next five years, comprising 799 units for social rent, 21 for low cost home ownership and 70 units of intermediate rented accommodation. The assessment was carried out by ward taking account of the property type and size identified as being required. The demand for adapted and accessible accommodation was also assessed as well as the need for accommodation for older persons.

The LHMA was essential to enable the Vale to meet the demand for affordable housing and would feed into the Local Development Plan (LDP) review due in 2021 as well as inform any required review of the Supplementary Planning Guidance for Affordable Housing.

The LHMA was presented to Cabinet on 19<sup>th</sup> October, 2020 and considered by the Homes and Safe Communities Scrutiny Committee on 11<sup>th</sup> November, 2020. The Homes and Safe Communities Scrutiny Committee recommended that the LHMA was returned to Cabinet to be formerly adopted.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED – T H A T following consideration by the Homes and Safe Communities Scrutiny Committee on 11<sup>th</sup> November 2020 with no material changes being noted that the Local Housing Market Assessment 2019 (attached at Appendix A) be formally adopted by Cabinet.

Reason for decision

The Local Housing Market Assessment 2019 was considered by the Homes and Safe Communities Scrutiny Committee on 11 November, 2020. Following discussion of the report, there was nothing direct for Cabinet to consider and it was agreed to note the report only and for it to go back to Cabinet for formal adoption to ensure the Council is able to meet the demand for affordable housing units required in the Vale of Glamorgan.

**C404 NEW LEASE FOR PENARTH ATHLETIC CLUB – EXTERNAL CHANGING ROOMS (LAC) (SCRUTINY – HEALTHY LIVING AND SOCIAL CARE) -**

The Cabinet Member for Leisure, Arts and Culture, presented the report the purpose of which was to seek approval to grant a new lease to the Penarth Athletic Club for former external changing room.

The report sought approval to grant a new 5-year lease to Penarth Athletic Club for unused former external changing rooms that the club had refurbished into a new fitness facility for Club members.

The Club had refurbished the building, creating a new fitness facility though had only recently realised they did not have a lease in place for the building. The report sought to regularise this position, recognising the significant work undertaken to a building previously thought to only be suitable for demolition.

The Penarth Athletic Club was currently working with the Council in connection with the single use sports site programme that had seen the successful transfer of Bowls facilities to a self-management model.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

(1) T H A T authority be granted to the Director of Environment and Housing services, in consultation with the Head of Finance / Section 151 Officer and the Cabinet Member for Leisure, Arts and Culture to agree terms and conditions for a 5 year lease for the former external changing rooms to Penarth Athletic Club at Penarth Athletic Field to enable the facility to be under-leased to the Penarth Rugby Club to be used by club members only as a fitness room.

(2) T H A T the Monitoring Officer / Head of Legal and Democratic Services be authorised to prepare, complete and execute the required legal documentation for the new lease arrangement.

#### Reasons for decisions

(1) To allow the Penarth Athletic Club to bring a redundant building back into use at no cost to the Council to be used exclusively by Penarth Rugby Club as a fitness facility.

(2) To legally formalise an appropriate lease arrangement.

#### **C405 OGMORE-BY-SEA CAR PARKS (NST) (SCRUTINY – ENVIRONMENT AND REGENERATION) -**

The Cabinet Member for Neighbourhood Services and Transport presented the report, the purpose of which was to provide an update on carparks in Ogmores-By-Sea and to secure improvements to their operation.

Further to the major anti-social behaviour incident at Rivermouth Car Park Ogmores-By-Sea on Thursday 25<sup>th</sup> June 2020, Officers had investigated the feasibility of procuring and installing an 'Automatic Number Plate Recognition - Rising Bollard System' (ANPR-RBS) at the car park.

If agreed the proposed ANPR-RBS would provide access management to the Rivermouth Car Park which was part of registered common land owned by the Dunraven Estate but managed by the Council under a Scheme of Regulation and was therefore currently being staffed and monitored everyday by the Council at significant financial cost. It would also provide future resilience for the Council recovering car park charges to reinvest in car park infrastructure without the need for an enforcement resource. Residents who use the car park to access their properties would still be able to do so free of charge.

The report provided details of an ANPR-RBS installation at Rivermouth car park in 2020/21 and proposed providing additional measures to protect residential amenity and the registered common at the Brig y Don Car Park in 2021/22 subject to the appropriate statutory consents being obtained.

The detail contained within the report were for noting with a further report on the Agenda at Part II seeking a decision based on relevant financial information which was deemed commercially sensitive.

The Cabinet Member for Neighbourhood Services and Transport added the report was the culmination of a few years work with the Community Council, local representatives and residents and not as a result of a single incident last year. The local Ward Member had also asked regarding the possibility of a pay per-hour fee-based system rather than the current agreed charges for the car park. Councillor King advised that any new parking charge regime would need to cover all resorts for consistency, but there was a long-term aspiration for Automatic

Number Plate Recognition (ANPR) which would allow charging based on the length of stay and as such the local Ward Member's request was rejected at this time.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED – T H A T the contents of the report be noted with a view to taking a decision on the purchasing and installation of an 'Automatic Number Plate Recognition - Rising Bollard System' at Rivermouth Car Park Ogmores-By-Sea, under Part 11 in the agenda.

Reason for decision

To advise Cabinet of the problems experienced at this location and of a possible solution and to allow a decision to be taken under Part II of the agenda.

**C406 ANNUAL CORPORATE SAFEGUARDING REPORT: 2019/20 (SCH) (SCRUTINY – ALL) -**

The Cabinet Member for Social Care and Health presented the report the purpose of which was to update Cabinet on the work that had been undertaken in relation to Corporate arrangements for Safeguarding across the Council.

There was corporate responsibility to ensure that there were effective arrangements in place for safeguarding children and adults who required specific Council services.

The Annual Report 2019/20 provided an overview of the Corporate Safeguarding Group work plan and other safeguarding activities taking place across the Local Authority.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED -

- (1) T H A T the work that had been undertaken to improve corporate arrangements for safeguarding and protecting children and adults be noted.
- (2) T H A T Cabinet continue to receive six monthly reports on work carried out to improve Corporate Safeguarding arrangements and the effectiveness of relevant Policies.

(3) T H A T the report be referred to Healthy Living and Social Care, Learning and Culture, Home and Safe Communities, Corporate Performance and Resources Scrutiny Committees and the Audit Committee for consideration.

Reasons for decisions

- (1) To ensure that Cabinet is aware of recent developments in corporate arrangements for safeguarding.
- (2) To allow Cabinet to exercise effective oversight of this key area of corporate working and be assured of effective safeguarding taking place.
- (3) To respond to requests that each Scrutiny Committee is provided with update reports and to ensure that Audit Committee receive the Wales Audit Office report and the Corporate Safeguarding Group's (CSG) work plan.

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The Leader and Cabinet Member for Performance and Resources noted there were two items for discussion under Part II of the agenda. As there were matters that were considered sensitive, it was necessary to move into private session where confidential matters could be discussed under Part II. Therefore, the Cabinet Officer would ensure that the recording was closed at this point and would ensure that only relevant parties remained to hear the detail of the item being discussed.

Following the meeting, the outcome of the Part II discussion would be formally captured as part of the minutes of the meeting, advising all parties of the final decision of the Cabinet for this item.

**C407 EXCLUSION OF PRESS AND PUBLIC**

RESOLVED – T H A T under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 4 of Schedule 12A (as amended) of the Act, the relevant paragraphs of the Schedule being referred to in brackets after the minute heading.

**C408 CORPORATE PARENTING PANEL – 28<sup>TH</sup> SEPTEMBER, 2020  
(EXEMPT INFORMATION – PARAGRAPHS 12 AND 14) -**

The Part II minutes of the meeting of the Corporate Parenting Panel meeting held on 28th September, 2020 as contained within the agenda were submitted.

RESOLVED – T H A T the Part II minutes of the Corporate Parenting Panel meeting held on 28<sup>th</sup> September, 2020 be noted.

Reason for decision

Having regard to the contents contained therein.

**C409 OGMORE-BY-SEA CAR PARKS (NST) (EXEMPT INFORMATION – PARAGRAPHS 12 AND 14) (SCRUTINY – ENVIRONMENT AND REGENERATION) -**

The Cabinet Member for Neighbourhood Services and Transport presented the Part II report, the purpose of which was to provide an update on carparks in Ogmores-By-Sea and to secure improvements to their operation.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

**RESOLVED -**

- (1) T H A T the purchasing and installation of the proposed 'Automatic Number Plate Recognition - Rising Bollard System' at Rivermouth Car Park Ogmores-By-Sea via ATG Access Ltd. be approved in accordance with their quotation as detailed in the Report, in order to effectively manage access by the public as detailed in the Report and to obtain the appropriate delegated authority in order to finalise the procurement process.
- (2) T H A T progression of the required Section 38 application be authorised as the scheme required the approval of the Welsh Minister.
- (3) T H A T the provision of additional measures to protect residential amenity and the Common Land at the Brig y Don Car Park be approved, to ensure neighbouring properties are not inconvenienced by users of the facility and that the Common was suitably protected for future generations, subject to the approval of the Capital Strategy 2021/22 and Final Capital Proposals 2021/22 to 2025/26 report that will be brought to Cabinet in February 2021.
- (4) T H A T due to the specialist nature of the ANPR with rising bollard system, a Waiver to contract procedure rules be approved in accordance with section 17.4.2 (a) of the Council Constitution and delegate authority to the Head of Neighbourhood Services and Transport in conjunction with the Cabinet Member for Neighbourhood Services and Transport for the purchase of all necessary specialist equipment for the works as outlined in the Report.
- (5) T H A T the Monitoring Officer / Head of Legal and Democratic Services be granted delegated authority to execute the contract with ATG Access Ltd. as outlined in the Report.
- (6) T H A T an increase in the capital budget for Pay & Display machines in 2020/21 of £35k to account for the machines that need to be purchased for

Rivermouth Car Park, Ogmore be approved. The revised 20/21 budget for the pay & display machines for Resorts, Country Parks and Town Centres would become £292k. The increase would be funded from the Neighbourhood Services & Transportation Reserve.

Reasons for decisions

- (1) To provide a new parking management system for Rivermouth carpark and to ensure compliance with the Council's Financial Regulations.
- (2) To provide further protection from the use of the car park for neighbouring properties and the Common subject to the required capital funding being made available.
- (3) To allow for equipment and works required to undertake this Project to be purchased.
- (4) To execute the contract appointments.
- (5&6) To make amendments to the 2020/21 Capital Programme.