

## CABINET

Minutes of a Remote meeting held on 22nd June, 2023.

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

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

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

Also Present: Councillor E. Goodjohn

### **C27 ANNOUNCEMENT –**

The Leader welcomed all parties to the Cabinet meeting and reminded everyone present that the meeting was being Live Streamed as well as recorded via the internet and this recording archived for future viewing.

She asked if all participants please ‘mute’ themselves when not speaking in order to avoid any background noise or feedback when other participants were speaking, and if a participant wished to speak if they could put their hand up (to be seen on screen) or use the ‘raise hand’ function.

Members were asked to ensure that all debate was raised verbally and not via the ‘chat’ function for the sake of the recording. The ‘chat’ function could be used to highlight any technical issues and/or to get the attention of the Chair or Democratic Services Officer.

The Leader stated that Cabinet had visited two schools that day. Holton Primary in order to mark Windrush Day, and Oakfield Primary Schools to visit their woodland area, and the Leader offered thanks and appreciation to both schools.

### **C28 MINUTES –**

RESOLVED – T H A T the minutes of the meeting held on 8th June, 2023 be approved as correct record.

### **C29 DECLARATIONS OF INTEREST –**

No declarations of interest were received.

**C30            RESPONSE TO THE WELSH GOVERNMENT CONSULTATION ON THE RECOMMENDATIONS OF THE INDEPENDENT REVIEW OF THE ETHICAL STANDARDS FRAMEWORK (RICHARD PENN REPORT); AND THE HARMONISATION OF GIFTS AND HOSPITALITY THRESHOLDS TO ALIGN WITH AN ALL WALES APPROACH (REF) –**

The reference from Standards Committee of 8th June, 2023 was presented, which had been considered and supported by the Corporate Performance and Resources Scrutiny Committee.

The report before the Standards Committee detailed the suggested response to the recent Welsh Government consultation paper on the recommendations of the Richard Penn review Ethical Standards Framework and attached at Appendix 1 to the report.

The Leader advised that the Standards Committee had considered the response at Appendix 1 and had suggested some amendments which had been incorporated.

Standards Committee had also recommended to Cabinet that the Vale of Glamorgan Council's threshold for Gifts be amended in line with paragraph 1.5 of the report as follows: Gifts, material benefits or advantages – £25.00 or totalling £100.00 over a year from a single source.

Having considered the reference, it was subsequently

**RESOLVED –**

(1)    T H A T the draft response at Appendix 1 and the subsequent amendments made by the Standards Committee at its meeting held on 8<sup>th</sup> June, 2023 be noted.

(2)    T H A T the amendment of the Vale of Glamorgan Council's threshold for Gifts, as outlined within paragraph 1.5 of the report (Gifts, material benefits or advantages – £25.00 or totaling £100.00 over a year from a single source), be approved.

(3)    T H A T the delegated authority granted to the Monitoring Officer / Head of Legal and Democratic Services in consultation with the Chair of the Standards Committee, to make the amendments to the response as agreed by the Standards Committee, be approved.

Reason for decisions

(1-3) Having regard to the contents of the reference and discussions at the meeting.

**C31            HYBRID MEETING PLATFORM UPDATE (REF) –**

The reference from Corporate Performance and Resources Scrutiny Committee of 21st June, 2023 was presented.

The Leader stated that the hybrid meeting platform solution had been a very complex situation as it needed to consider the needs of residents viewing meetings and also those that wished to participate. The Scrutiny Committee had recommended for the Council to produce a report to reflect on the Hybrid Meeting Platform Project, and Leader commented that it was always good to reflect on the learning from projects. The Leader advised that the Scrutiny Committee had also recommended for the Council (with reference to the ICT Department) to consider whether the proposed investment for a dedicated 500Mbps broadband link to be installed in the Council Chamber's Audio / Visual Room was required.

The Cabinet Member for Social Care and Health stated that there had been an in-depth discussion at the Scrutiny Committee, with some Members expressing concern with the progress of the project. It was important for Cabinet to recognise the role of Scrutiny to challenge, so the Cabinet Member expressed support for the recommendations.

The Cabinet Member for Community Engagement, Equalities and Regulatory Services commented that it was important for the Council to have the best process in order to maximise participation at Council meetings, and also agreed with the production of a reflection report.

The Cabinet Member for Leisure, Sports and Wellbeing echoed support for the comments made by the other Cabinet Members and made reference to requirements relating to Welsh language and also for there to be suitable I.T. solutions to support the needs of people such as those with a hearing impairment.

Having considered the reference, it was subsequently

RESOLVED –

(1) T H A T the Council's ICT Department give further consideration as to whether the proposed investment for a dedicated 500Mbps broadband link to be installed in the Council Chamber's Audio / Visual Room (in order to allow the hybrid and streaming systems to be completely separated from the Council's internal network), is required.

(2) T H A T a comprehensive reflections report be produced for the Scrutiny Committee's consideration, outlining the timeline of the Hybrid Meeting Platform Project (including Civico), the financial and legal aspects, the successes and challenges, as well as the lessons learnt from the Project.

#### Reason for decisions

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

**C32 Q4 SICKNESS ABSENCE REPORT 2022/2023 (EL/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –**

The Leader presented the report, the purpose of which was to update Cabinet on the sickness absence statistics for the 1st April, 2022 to 31st March, 2023.

The Leader commented that one of the major challenges facing the Council was workforce resilience, particularly in the context of budget reductions and issues with recruitment and retention following Covid-19. That meant that there were added pressures on staff.

The report contained 4 Appendices (A to D), with Appendix A being a breakdown of absence by service area and Appendix B showing the overall sickness absence rates. The Leader stated that since the lifting of the Covid restrictions, the most common reason for sickness was non work-related stress, the reasons for that were complex but which were likely as a result of things such as people recovering from the impacts of Covid and the cost of living crisis. It was therefore important for the Corporate Performance and Resources Scrutiny Committee Scrutiny Committee to look at the sickness absence figures in more detail and to forward their suggestions or queries back to Cabinet.

The Cabinet Member for Neighbourhood and Building Services in referring to his service areas, stated that sickness absence was always a challenge given the nature of work, which was mainly front line and in all weathers. The roles were very demanding with a lot of time pressures particularly to meet expectations with the collection of household waste and recycling as well as garden waste. Staff at times would also have periods of sickness due to muscular issues, which was why the Council had a programme of manual handling training. The Cabinet Member agreed with the comments of the Leader regarding life challenges such as the cost of living crisis and long Covid, and so he would be meeting with Directors to look at the issues more closely.

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 report and the April 2022 to March 2023 sickness absence figures provided in Appendix A be noted.
- (2) T H A T the report be referred to Corporate Performance & Resources Scrutiny Committee for consideration, with any comments referred back to Cabinet for further consideration.

**Reasons for decisions**

- (1) To bring matters to the attention of Members of the Cabinet in line with corporate objectives.

(2) To enable the Scrutiny Committee to maintain a continued focus on the management of sickness absence throughout all services of the Council and to make recommendations to Cabinet, as appropriate.

**C33 PROCUREMENT OF MULTI-DISCIPLINARY CONSULTANCY SERVICES FOR SUSTAINABLE COMMUNITIES FOR LEARNING (SCfL) ROLLING PROGRAMME AND OTHER LINKED PROJECTS (EAWL) (SCRUTINY – LEARNING AND CULTURE) –**

The Cabinet Member presented the report, the purpose of which was to seek approval from Cabinet to tender for a proposed contract for the provision of multi-disciplinary consultancy services for Sustainable Communities for Learning (SCfL) rolling programme and other linked projects.

It was reported that in 2016 the Council undertook a procurement exercise for the appointment of a multi-disciplinary consultancy to assist with the delivery of the 21st Century Schools Band B programme, now known as the Sustainable Communities for Learning (SCfL) programme. Following consideration by Cabinet in November 2016 (minute ref. C3384), the Council appointed Aecom Ltd, with the delivery of the SCfL Band B schemes to be concluded in 2024/2025.

The Cabinet Members stated that the successful appointment of Aecom Ltd had supported the Council to deliver 3 comprehensive school developments (Whitmore High, Ysgol Bro Morganwg and Pencoedtre High), 3 primary school developments (including the first Net Zero Carbon in Operation school in Wales, South Point Primary School, St Davids CiW Primary school and Ysgol St Baruc) as well as a childcare setting (Ysgol Dewi Sant).

The remaining Band B projects consisted of 2 primary schools (Cowbridge Primary and St Nicholas CiW Primary School) and an Additional Learning Need provision (Derw Newydd formerly known as the Centre for Learning and Well-Being). These projects were under construction. The final project of the Band B programme was the development of St Richard Gwyn Comprehensive School which was currently seeking Planning consent.

The Cabinet Member added that the Council was required to tender for multidisciplinary services to deliver the programme for a further delivery period of up to 6 years. To achieve that, the Council would undertake a procurement exercise under the SEWTAPS (South East Wales Technical And Professional Services) Framework Agreement.

The purpose of that exercise would be to appoint a multi-disciplinary consultancy team to provide the specialist skills required to progress with the development of the SCfL rolling programme as well as supplying relevant consultancy expertise on other key projects identified within the Council's property portfolio as and when required.

The Leader added that it had been an approach that the Council had adopted for 10 years which had meant that the Council had access to expertise that could assist with aspects such as quantity surveying and project management. That was one of the reasons why, since 2010, the Council had been able to upgrade or completely renew numerous schools on time and on budget. The framework agreement also meant that if there were challenges with the delivery of a project, then the Council would have an independent source of advice that could look at any possible increases with the contracts.

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 commencement of a procurement exercise for the appointment of a multi-disciplinary specialist team to support the delivery of the Sustainable Communities for Learning (SCfL) rolling programme be approved.
- (2) T H A T appointment of the multi-disciplinary specialist team be presented to Cabinet in a further report, seeking approval of the successful tender, once the tender submissions have been received and evaluated against the required criteria.

Reasons for decisions

- (1) To ensure that the Council had the required specialist expertise in place to deliver the SCfL rolling programme.
- (2). That the contract be awarded on the basis of the most economically advantageous tender, whilst also meeting the Council's commitment to a sustainable approach to development.

**C34 EARLY YEARS AND CHILDCARE CAPITAL PROGRAMME  
REPORT (EAWL) (SCRUTINY – LEARNING AND CULTURE) –**

The Cabinet Member presented the report, the purpose of which was to request permission from Cabinet to submit a Business Justification Case to Welsh Government in respect of their commitment to support and strengthen the childcare sector and delegate specific powers relating to the local delivery of the projects.

To support Welsh Government's plans to develop, maintain and improve childcare and the Flying Start infrastructure, seven capital projects had been identified by utilising existing Welsh Index of Multiple Deprivation (WIMD) data to obtain the highest Lower Super Output Areas (LSOA) areas and PARIS (National Health Service database) data that provides the most up to date record of children's ages, the 2022 Childcare Sufficiency Assessment and information from the Family Information Service regarding parent enquiries for childcare.

The seven projects included:

- Childcare unit on Dinas Powys Primary School Murch site.
- Childcare unit on St Athan Primary School site.
- Childcare unit on Cadoxton Primary school site, Barry.
- Extension to the existing Bumblebees provision on Colcot Primary School, Barry to increase childcare places.
- Develop new childcare through the medium of Welsh on the site of Pen-Y-Garth, Penarth. Relocation of an existing Welsh medium childcare provision from Dinas Powys to this site to allow for growth.
- Extension to the existing Cylch Meithrin Y Bontfaen, Cowbridge provision to increase childcare places.
- Refurbishment to an existing childcare provision, Passport to Play provision in Rhoose.

The Cabinet Member for Social Care and Health echoed support for the proposals citing the impact not just on children, but families that were also supported particularly through Flying Start.

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 permission to submit a Business Justification Case to Welsh Government which highlighted the necessity to develop new childcare provision along with supporting the expansion and / or improvements to existing childcare provision in the Vale of Glamorgan be granted.

(2) T H A T delegated authority be granted to the Director of Learning and Skills (in consultation with the Executive Leader and Cabinet Member for Education, Arts and the Welsh Language, Cabinet Member for Social Care and Health, Chief Executive, Head of Finance / Section 151 Officer and Monitoring Officer / Head of Legal and Democratic Services) to approve the use of the Capital Programme Fund allocation for Early Years and Childcare led projects.

(3) T H A T the Director of Learning and Skills (in consultation with the Head of Finance / Section 151 Officer and the Monitoring Officer / Head of Legal and Democratic Services) be authorised to negotiate terms and conditions for the appointment of third-party suppliers/providers for Early Years and Childcare led projects.

(4) T H A T the Monitoring Officer / Head of Legal and Democratic Services be authorised to prepare, complete and execute the required legal documentation to enable third-party suppliers / providers to be appointed for Early Years and Childcare led projects.

(5) T H A T delegated authority be granted to the Monitoring Officer / Head of Legal and Democratic Services to prepare, complete and execute the required legal documentation with third parties.

#### Reasons for decisions

- (1) To progress the Business Justification Case process with Welsh Government.
- (2) To obtain authority to approve the use of the Early Years and Childcare Capital programme funding for Early Years and Childcare led projects.
- (3) To obtain authority to appoint third-party suppliers / providers to be appointed for Early Years and Childcare led projects where required.
- (4) To obtain authority to prepare, complete and execute the required legal documentation to enable third-party suppliers / providers to be appointed for Early Years and Childcare led projects where required.
- (5) To obtain authority to prepare, complete and execute the required legal documentation with third parties.

### **C35 RE-COMMISSIONING EXTRA CARE DOMICILIARY CARE SERVICES IN THE VALE OF GLAMORGAN (SCH) (SCRUTINY – HEALTHY LIVING AND SOCIAL CARE) –**

The Cabinet Member presented the report, the purpose of which was to seek authority to tender the provision of domiciliary care and support in the Council's Extra Care housing facility in Golau Caredig, as well as to seek delegated authority to award the contract to the successful provider.

The Council had awarded a contract for the provision of the services to Hafod Care Association in 2018 for a period of 5 years, including a 2-year extension period. That contract was due to elapse in October 2023, therefore the Council was seeking to go out to tender in June 2023.

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 Social Services, in consultation with the Cabinet Member for Social Care and Health, be authorised to award the contract(s) for the service for an initial period of 5 (five) years with an option to extend for up to a further 2 (two) years, following the completion of a tender process.
- (2) T H A T the Monitoring Officer / Head of Legal and Democratic Services be authorised to execute a contract with the successful bidder.



Reasons for decisions

- (1) To ensure that the Council provided care and support services in a cost-effective manner, met the assessed needs of the residents living in Golau Caredig and fulfilled the responsibilities set out in the Welsh Government's Guidance for Developing Extra Care Housing in Wales 2006 and the Social Services and Well-Being (Wales) Act 2014; and
- (2) To ensure that the Council met the requirements of its Contract Procedure Rules and Financial Procedure Rules.