

CABINET

Minutes of a Hybrid meeting held on 22nd February, 2024.

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.D. Perkes, S. Sivagnanam, E. Williams and M.R. Wilson.

Also Present: Councillors I. Buckley and Dr. I.J. Johnson.

C238 ANNOUNCEMENT –

The Leader welcomed all parties to the meeting of the Vale of Glamorgan Cabinet.

Members and Officers were reminded that the meeting was being livestreamed, recorded and would be uploaded to the Vale of Glamorgan Council's website as soon as practicable after the meeting.

She asked if all participants to ensure that if participating in person in the Chamber that their microphone not be activated and for remote attendees to 'mute' themselves when not speaking to avoid any background noise or feedback when other participants were speaking, and if a participant wished to speak if they could activate their respective request to speak function or use the 'raise hand' function if attending remotely.

Members were asked to ensure that all debate be 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 Officers.

C239 MINUTES –

RESOLVED – T H A T the minutes of the meetings held on 08th February, 2024 be approved as a correct record.

C240 DECLARATIONS OF INTEREST –

No declarations of interest were received.

C241 STRENGTHENING OUR COMMUNITIES AND WORK TO TACKLE POVERTY AND THE CURRENT COST OF LIVING CRISIS (REF)

The reference from Governance and Audit Committee on 11th December, 2023 was presented and taken together as below with the reference from Voluntary Sector Joint Liaison Committee on 29th January, 2024.

C242 STRENGTHENING OUR COMMUNITIES AND WORK TO TACKLE POVERTY AND THE CURRENT COST OF LIVING CRISIS (REF)

The references from Governance and Audit Committee on 11th December, 2023 and Voluntary Sector Joint Liaison Committee on 29th January, 2024 were presented and taken together at the meeting.

The Leader said that Governance and Audit Committee had considered matters such as signposting to sources of support, the Warm Spaces initiative, the roles of Citizens Advice Bureau and C1V and the work done by Community Focussed Schools in the rural Vale.

The Leader said that the Voluntary Sector Joint Liaison Committee had considered matters such as how the Third Sector worked closely with the Vale of Glamorgan Council, in particular the work done both by GVS at CF61 and the St. Paul's Centre in Penarth. There was also discussion regarding the need to look at the drivers for the cost of living crisis which the Council does monitor.

Having considered the references, it was subsequently

RESOLVED – T H A T the discussions that took place at both Governance and Audit Committee on 11th December, 2023 and Voluntary Sector Joint Liaison Committee on 29th January, 2024 be noted.

Reasons for decisions

Having regard to the contents of the reference and discussions at the meetings.

C243 VALE OF GLAMORGAN COUNCIL TREE STRATEGY (REF)

The reference from Environment and Regeneration Scrutiny Committee on 16th January, 2024 was presented.

Councillor Wilson said that the Committee had welcomed the Strategy and thanked Officers for the work put into completing the Strategy. It was suggested that Town and Community Councils be involved in the consultation which was a valid suggestion. There was also discussion concerning the challenge of advising the public when trees were taken down and why that was the case, e.g. ash dieback or diseased trees. The process was still live and open to public consultation until mid-April 2024 and Councillor Wilson encouraged interested parties to respond.

Having considered the reference, it was subsequently

RESOLVED –

(1) T H A T the discussion that took place at the Environment and Regeneration Scrutiny Committee on 16th January, 2024 be noted.

(2) T H A T Town and Community Councils could engage in the consultation process which was open for consultation until mid-April 2024 regarding maintaining and planting trees.

Reason for decision

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

C244 PROJECT ZERO UPDATE REPORT (REF)

The references from Environment and Regeneration Scrutiny Committee on 16th January, 2024 was presented and taken together as below with the reference from Corporate Performance and Resources Scrutiny Committee on 17th January, 2024 .

C245 PROJECT ZERO UPDATE REPORT (REF)

The references from Environment and Regeneration Scrutiny Committee on 16th January, 2024 and Corporate Performance and Resources Scrutiny Committee on 17th January, 2024 were presented and taken together at the meeting.

The Leader said that the Committees had considered links from the report to tangible actions. There had also been discussion concerning Project Zero as a main priority for the Council and further allocation of funding which the Leader said would have to be a topic of discussion of Council regarding priorities during the further budget discussions. The Restore the Thaw project was seen as having been successful and there was discussion over the role of Town and Community Councils in delivering that.

Having considered the reference, it was subsequently

RESOLVED –

(1) T H A T the discussions that took place at the Environment and Regeneration Scrutiny Committee on 16th January, 2024 and Corporate Performance and Resources Scrutiny Committee on 17th January, 2024 be noted.

(2) T H A T the report be distributed to all elected Members, members of the Public Services Board and all Town and Community Councils for their information

Reason for decision

(1-2) Having regard to the contents of the references and discussions at the meetings.

C246 LOCAL ACCESS FORUM –

The minutes of the Local Access Forum held on 23rd November, 2023 were presented.

Items discussed at the meeting included the installation of new footbridges and replacement of faulty furniture in the Vale of Glamorgan, an audit of the Wales Coastal Path as well as a presentation from Experience Community concerning Rights of Way and accessibility of public toilets.

RESOLVED – T H A T the minutes of the Local Access Forum held on 23rd November, 2023 be noted.

Reason for decision

In noting the minutes.

C247 EMPLOYEE CODE OF CONDUCT PROTOCOL REVIEW 2024 (EL/PR) (SCRUTINY – ALL) –

The Leader presented the report, the purpose of which was to seek Cabinet approval for the revised Employee Code of Conduct Protocol.

Specific reference was made to the enhancement of Clauses 1.10 and 2.2 as described in paragraphs 2.3 and 2.4 of the report.

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 revised Employee Code of Conduct Protocol as described in the report and Appendix A be approved.

(2) T H A T, subject to Resolution (1), the proposals described in the report be approved in order for the Head of Human Resources and Organisation Development to ensure the revised Code be communicated to all staff.

Reasons for decisions

- (1) To ensure the Council's Employee Code of Conduct Protocol remained current and references all relevant legislation, policies, procedure and process updates.
- (2) To provide the most up-to-date and relevant Protocol which could be cascaded to all relevant staff (with the exception of teaching staff who have a separate policy). To ensure staff remained aware of their obligations in line with the Council's constitution and the Employee Code of Conduct Protocol.

C248 DRAFT VALE OF GLAMORGAN COUNCIL ANNUAL DELIVERY PLAN 2024-25 (EL/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –

The Leader presented the report, the purpose of which was to enable Cabinet to consider the draft Annual Delivery Plan 2024-25 post consultation.

The Leader said that the report had also been considered at Corporate Performance and Resources Scrutiny Committee on 21st February, 2024 where there was in-depth discussion, but no formal recommendations made to forward to Cabinet for consideration, however Committee had noted the positive changes made following the consultation and mention of the role of Communications.

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 updated draft Annual Delivery Plan (Appendix A), the consultation feedback report (Appendix B) and the Equality Impact Assessment (Appendix C) be noted.
- (2) T H A T the comments following discussion of the revised draft Annual Delivery Plan by the Corporate Performance and Resources Scrutiny Committee on 21st February, 2024 be noted.
- (3) T H A T pursuant to Resolution (2), the draft Annual Delivery Plan (Appendix A) be endorsed, and the report and Appendices be referred to Full Council on 6th March, 2024 for consideration and approval.
- (4) T H A T use of the urgent decision procedure as set out in Section 15.14 of the Council's Constitution be approved in order for the final Annual Delivery Plan to be referred to Full Council on 6th March, 2024 for consideration and approval.

Reasons for decisions

- (1) To enable Cabinet to consider the consultation feedback, Equality Impact Assessment and the subsequent changes to the Plan.
- (2) To enable Cabinet to consider the comments of the Corporate Performance and Resources Scrutiny Committee as part of its consideration of the Plan.
- (3) To ensure that the Annual Delivery Plan could be presented to Full Council in March for consideration and endorsement.
- (4) To allow the Annual Delivery Plan to be referred to Full Council on 6th March, 2024 for consideration and approval.

C249 ANNUAL REPORT FOR SACRE/SAC 2022-2023 (STANDING ADVISORY COUNCIL FOR RELIGIOUS EDUCATION) / SAC (STANDING ADVISORY COUNCIL) (EWL) (SCRUTINY – LEARNING AND CULTURE) –

The Cabinet Member presented the report, the purpose of which was to ratify the Annual Report 22-23 for SACRE (Standing Advisory Council for Religious Education) / SAC (Standing Advisory Council).

Councillor Williams, the Chair of SACRE/SAC, said the report was based on legislation where there had been considerable changes to consider that were described in the report. There would be a critical and questioning aspect as part of the syllabus concerning 'Religion, Values and Ethics'. Estyn had inspected eight Primary and one Secondary School with positive comments subsequently published and there would be a number of resources available for schools to utilise.

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 Annual Report for SACRE/SAC attached at Appendix 1 and 2 to the report be noted for ratification and publication.
- (2) T H A T the report and the appendices be referred to the Learning and Culture Scrutiny Committee for consideration. Should Scrutiny Committee make no further comments then Cabinet would consider the Annual Report for SACRE/SAC as agreed and ratified for publication.

Reasons for decisions

- (1) To ensure that a ratified Annual Report for SACRE/SAC was published in accordance with the Terms of Reference (Revised Constitution of SACRE/SAC for RVE) and requirement to publish an Annual Report on its work.
- (2) To ensure that Members of the Learning & Culture Scrutiny Committee had an opportunity to consider the activities and progress made by SACRE/SAC in supporting education in the Vale of Glamorgan.

C250 IMPROVEMENTS TO THE COLCOT AND BUTTRILLS RECREATION SITES (LSW) (SCRUTINY – HEALTHY LIVING AND SOCIAL CARE) –

The Cabinet Member presented the report which was a good news story for footballers and boxers in Barry, the purpose of which was to seek approvals for significant improvement works to the Colcot and Buttrills recreation sites with an emphasise of improving recreational facilities.

There was already an international standard hockey pitch at Pencoedtre and 3G pitches for football at Whitmore High School. Eleven-a-side football would continue to be played at the Buttrills, but mini football would be played on the Colcot side and avoid the need for young children to have to cross the busy road.

The Leader said it was good to see the broad proposals to work through with others and see what was possible, as well as protecting younger children from having to cross a busy road.

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 proposed development of new changing facilities at the Buttrills playing fields in Barry as detailed in the report be supported and the Head of Neighbourhood Services and Transport, in consultation with the Chief Executive, Monitoring Officer/Head of Legal and Democratic Services, Head of Finance, the Leader and Cabinet Member for Leisure, Sport and Well-being be authorised to procure and award contracts to progress works subject to all financial and legal considerations, and planning requirements being met.
- (2) T H A T the principle of a pump track being developed at the Colcot site, with an indicative location as shown on Appendix D attached to the report, be supported.
- (3) T H A T in pursuance of Resolution (1), the proposals to declare the existing changing facilities, the existing car park and ATP facility at the Colcot site (identified

on the plan at Appendix D) as surplus to operational requirements be agreed and to facilitate the appropriation of that property to the Housing Revenue Account.

(4) T H a T in pursuance of Resolutions (1) and (2), delegated authority be authorised to the Head of Neighbourhood Services and Transport, in consultation with the Chief Executive, Head of Finance, the Leader and Cabinet Member for Leisure, Sport and Well-being, to submit and accept any necessary grant applications (for example to the Football Association of Wales Trust and Sports Wales) to assist with the development of new changing rooms on the Buttrills playing fields and a potential pump track at the Colcot recreation field.

(5) T H A T delegated authority be granted to the Head of Neighbourhood Services and Transport to engage and consult with those organisations directly involved with the proposals, including the Vale of Glamorgan Association Football League and Colcot Amateur Boxing Club.

(6) T H A T delegated authority be granted to the Head of Neighbourhood Services and Transport, in consultation with the Monitoring Officer/Head of Legal and Democratic Services and Operational Manager of Property, to give appropriate notice to the dance school and nursery currently occupying the hall at the existing old sports centre that their occupation of the site would formally come to an end on 31st October, 2025.

(7) T H A T a further report be presented to Cabinet outlining the potential housing proposals for that part of the Colcot site as identified on Appendix D.

(8) T H A T the Head of Neighbourhood Services and Transport, be authorised to enter into discussions with Fields in Trust, to allow the improvements at the Colcot and Buttrills recreation sites to progress and be authorised as appropriate under delegated authority to enter into or change any Deed of Dedications with Fields in Trust.

(9) T H A T delegated authority be granted to the Head of Neighbourhood Services and Transport to open discussions with the Vale of Glamorgan Association Football League and Colcot Amateur Boxing Club regarding management arrangements for the proposed new changing room complex on the Buttrills recreation ground, and that a further report be presented to Cabinet once those discussions had reached conclusions.

(10) T H A T delegated authority be granted to the Head of Neighbourhood Services and Transport to submit a planning application(s) for the projects identified at the Colcot and Buttrills recreation sites, by virtue of either Regulation 3 or Regulation 4 of the Town and Country Planning General Regulations 1992 (as amended) if required, and make any other necessary statutory applications to seek consents as required.

(11) T H A T delegated authority be granted to the Monitoring Officer/Head of Legal and Democratic Services to prepare, execute and complete all the necessary legal documentation and procedures required to procure and facilitate the delivery of the works and proposals outlined in the report.

Reasons for decisions

- (1) To significantly upgrade the changing facilities for the football pitches located on the Buttrills recreation field reflecting the increased demand for quality women and girls' facilities subject to all financial and legal considerations and planning requirements being met.
- (2) To allow for the provision of a new pump track at the Colcot site.
- (3) To allow the Colcot site to be appropriated to the Housing Revenue Account for the purposes of potential new housing development, subject to planning considerations and wider consultation.
- (4) To maximise the amount of external grant funding available to support the proposals.
- (5) To involve relevant organisations and to keep the same organisations informed of the proposals.
- (6) To formerly end the current agreements and to assist in finding new premises if required.
- (7) To allow further consideration of the potential for housing on part of the site which would provide some of the funding for the recreation developments to progress.
- (8) To allow constructive communication with Fields in Trust with the potential to protect further green spaces for recreational use to obtain authorisation and as appropriate to enter into or change any Deed of Dedications with Fields in Trust.
- (9) To seek the most economic and practical method to manage the proposed new changing room complex.
- (10) To obtain authority to submit planning application(s) for the project and obtain any other necessary statutory applications or seek statutory consents as required.
- (11) To obtain authority for the Monitoring Officer/Head of Legal and Democratic Services to prepare execute and complete all legal documentation required to facilitate the delivery of the project.

C251 HOUSING WINDOWS AND DOORS REPLACEMENT SCHEME 2024-2027 (PSHTE) (SCRUTINY – HOMES AND SAFE COMMUNITIES) –

The Cabinet Member presented the Part I report, with the Part II report later on the meeting agenda, the purpose of which was to advise Cabinet of the tender process for the Housing Windows and Doors Replacement Scheme 2024-2027.

Councillor Perkes said that the scheme identified 461 properties as requiring replacement of windows and doors each year, 216 properties in 2024/25, 180 properties in 2025/26 and 65 properties in 2026/27.

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 decisions on the award of the contract detailed within the Part II report later on the agenda.

Reasons for decisions

To advise of the current position with this particular programme.

C252 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.

C253 HOUSING WINDOWS AND DOORS REPLACEMENT SCHEME 2024-2027 (PSHTE) (SCRUTINY – HOMES AND SAFE COMMUNITIES) –

The Cabinet Member presented the Part II report, with the Part I report having been considered earlier on the meeting agenda, the purpose of which was to request Cabinet approval for delegated authority to accept the most advantageous tender and execute the contract for the Housing Windows and Doors Replacement Scheme 2024-2027.

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 award of the Housing Windows and Doors Replacement Scheme 2024-2027, a 3-year JCT Measured Term Contract to Nationwide Windows and Doors Ltd., be approved.

(2) T H A T delegated authority be granted to the Director of Environment and Housing Services, in consultation with the Cabinet Member for Public Sector

Housing and Tenant Engagement to approve direct award to accept the most advantageous tender.

(3) T H A T delegated authority be granted to the Monitoring Officer/Head of Legal and Democratic Services to prepare and execute a 3-year JCT Measured Term Contract 2016 with Nationwide Windows and Doors Ltd.

Reasons for decisions

(1) To comply with the Council's Contract Standing Orders, which required contracts with a value in excess of £300k to be agreed by Cabinet.

(2) To comply with the Council's Contract Standing Orders, which required Cabinet approval with a value in excess of £300k to be agreed by Cabinet with delegated authority to approve direct award complying with the WPA Windows and Doors Framework criteria and award to the most advantageous tender.

(3) To ensure that the necessary legal documentation was in place to enter into the contract with the successful contractor.