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## PAPURAU ATODOL

**Pwyllgor** CYNGOR

**Dyddiad ac amser y cyfarfod** DYDD IAU, 24 MEDI 2020, 4.30 PM

**Lleoliad** CYFARFOD O BELL

**Aelodaeth** Cynghorydd  
YCynghorwyr Ahmed, Asghar Ali, Dilwar Ali, Berman, Bowden, Bowen-Thomson, Boyle, Bradbury, Bridgeman, Burke-Davies, Carter, Cowan, Cunnah, De'Ath, Derbyshire, Driscoll, Ebrahim, Elsmore, Ford, Gibson, Goddard, Goodway, Gordon, Henshaw, Gavin Hill-John, Philippa Hill-John, Hinchey, Hopkins, Howells, Hudson, Jacobsen, Jenkins, Jones-Pritchard, K Jones, Owen Jones, Joyce, Kelloway, Lancaster, Lay, Lent, Lister, Mackie, McGarry, McKerlich, Melbourne, Merry, Michael, Molik, Morgan, Naughton, Owen, Parkhill, Jackie Parry, Keith Parry, Patel, Phillips, Dianne Rees, Mia Rees, Robson, Sandrey, Sattar, Simmons, Singh, Stubbs, Taylor, Graham Thomas, Huw Thomas, Lynda Thorne, Walker, Weaver, Wild, Williams, Wong a/ac Wood

**16 Taflen Diwygiadau (Tudalennau 3 - 14)**

**Davina Fiore**  
**Cyfarwyddwr Llywodraethu a Gwasanaethau Cyfreithiol**  
Dyddiadd: Dydd Gwener, 18 Medi 2020  
Cyswllt: Gwasanaethau Democrataidd, 02920 872427,  
gwasanaethaudemocrataidd@caerdydd.gov.uk

Mae'r dudalen hon yn wag yn fwriadol

**CYNGOR CAERDYDD  
CARDIFF COUNCIL**



**COUNCIL:**

**24 SEPTEMBER 2020**

## **AMENDMENT SHEET**

### **ITEM 5 – GOVERNANCE REPORT**

**Amendment to paragraph 8 d of page 19 of the reports pack.**

To reduce the adverse impact of working from home and participating in remote meetings, Elected Members and Council staff have been provided with guidance which includes some practical advice to help them to work safely and comfortably from home when using a computer, laptop or tablet. In addition this report proposes the estimated duration of remote meetings and breaks that should be taken for remote meetings in accordance with the Council's Health and Safety Guidance which reflects the requirements of the Health and Safety (Display Screen Equipment) Regulations 1992 as amended.

**Calendar of Meetings** – attached Appendix A

### **ITEM 8 – BUDGET STRATEGY REPORT 2021/2022 AND THE UPDATED MEDIUM TERM FINANCIAL PLAN:**

**Proposed by: Councillor Rodney Berman**

**Seconded by: Councillor Rhys Taylor**

In Cabinet Proposal, delete all and replace with:

“Council is recommended to refer back the Budget Timetable Framework to the Cabinet for further reconsideration to enable time for the Cabinet to re-evaluate the business case for continuing to include the proposal for the indoor arena within the Council's budget strategy in the light of the changing economic circumstances which have arisen owing to the Covid-19 pandemic.”

### **ITEM 13 – COMMITTEE MEMBERSHIP**

The following nominations from Party Group Whips have been received:

<b>Committee</b>	<b>Vacancy</b>	<b>Group</b>
Corporate Parenting Advisory Committee	1 vacancy	1 x Welsh National Party
Community & Adult Services Scrutiny Committee	1 vacancy	Labour
Public Protection	1 vacancy	Welsh National Party
Policy Review & Performance Scrutiny	1 vacancy	Welsh National Party
Planning Committee	1 vacancy	Labour Councillor Peter Wong

**PROGRAMME OF MEETINGS 01 OCTOBER 20 – 31 MARCH 2021**

The initial Programme of Meetings for this period was developed in March 2020 prior the outbreak of the COVID-19 pandemic. Many of the dates have been replicated although some have been revised to enable the effective management of resources.

A summary of the number of meetings for each Committee for the period 01 October 2020 – 31 March 2021 is shown below.

<b>Committee</b>	<b>Number of meetings</b>	<b>Notes</b>
Council	6	Including Annual <sup>1</sup> and Budget meetings
Cabinet	6	For information only
Audit Committee	3	
Constitution Committee	1	Date to be determined
Corporate Parenting Advisory Committee	3	
Council Appeals Committee	0	Ad-hoc
Democratic Services Committee	2	
Employment Conditions Committee	0	Ad-hoc
Local Authority Governor Panel	3	
Pensions Committee	1	
Standards & Ethics Committee	2	
Children and Young People Scrutiny Committee	6	
Community & Adult Services Scrutiny Committee	6	
Economy & Culture Scrutiny Committee	6	
Environmental Scrutiny Committee	6	
Policy Review and Performance Scrutiny Committee	6	
Licensing Committee	0	Ad-hoc
Licensing Sub Committee	2	Further meetings - Ad-hoc
Planning Committee	6	
Public Protection Committee	6	
Public Protection Sub Committee	6	
<b>Joint Committees</b>		
Prosiect Gwyrdd Joint Committee	2	
Glamorgan Archives	2	
<b>Total</b>	<b>81</b>	

1. The Annual Meeting of Council has been scheduled for 15:00 on 26 November 20 and will be followed at 16:30 by an Ordinary meeting of Council.

The table at **Annex A** provides details of the remote meetings which have been scheduled and includes a start time, estimated duration, expected breaks and expected end time of each committee meeting. Initial consultation has been undertaken with Chairpersons but further discussions may be necessary to ensure the meeting requirements of the Committee are met.

The Democratic Services Team will be required to provide an increased level of resources to facilitate these remote meetings. This is likely to reduce the flexibility of the team to respond to requests for any additional meetings or changes to the planned schedule of meetings at short notice.

An update to this Programme of Meetings will be presented to the Annual Meeting of Council on 26 November 2020 to reflect any changes necessary and to ensure the programme meets the rapidly evolving situation in respect of the COVID-19 pandemic.

It should also be noted that the pre-election period for the Senedd and Police and Crime Commissioner (PCC) elections scheduled for 6 May 2021, will start when the notice of election is published. This must be no later than Monday 29<sup>th</sup> March 2021 (25 days prior to the election). During the pre-election period, the Authority must avoid publicising any politically sensitive matters which may influence voters in the elections. Any meetings which are subsequently scheduled in the pre-election period will be required to meet the requirements of any pre-Election Guidance.

## PROGRAMME OF MEETINGS 01 OCTOBER 20 – 31 MARCH 2021

Day	Date	Timings				Committee	Venue	School Holidays
		Start	Estimated Duration (Hours)	Breaks (mins)	Estimated End			
Thu	01-Oct-20							
Fri	02-Oct-20	10.00	2.5	10	12:40	Licensing Sub-Committee	Remote	
Sat	03-Oct-20							
Sun	04-Oct-20							
Mon	05-Oct-20							
Tue	06-Oct-20	10:00	0.5	5	10:35	Public Protection Committee	Remote	
Tue	06-Oct-20	11:00	3.5	30	13:00	Public Protection Sub-Committee	Remote	
Tue	06-Oct-20	16:30	2.5	10	19:10	Environment Scrutiny Committee	Remote	
Wed	07-Oct-20	16:30	2.5	10	19:10	CASSC Scrutiny Committee	Remote	
Thu	08-Oct-20							
Fri	09-Oct-20							
Sat	10-Oct-20							
Sun	11-Oct-20							
Mon	12-Oct-20	16:30	2.5	10	19:10	CYP Scrutiny Committee	Remote	
Tue	13-Oct-20	16:30	2.5	10	19:10	PRAP Scrutiny Committee	Remote	
Tue	13-Oct-20	16:30	2.5	10	19:10	Economy & Culture Scrutiny Committee	Remote	
Wed	14-Oct-20	13:30	4.0	30	18:00	Planning Committee	Remote	
Thu	15-Oct-20	14:00	2.0	10	16:00	Cabinet	Remote	
Fri	16-Oct-20	10:00	2.5	10	12:40	Licensing Sub-Committee	Remote	
Sat	17-Oct-20							
Sun	18-Oct-20							
Mon	19-Oct-20							
Tue	20-Oct-20	17:00	2.5	10	19:40	Corporate Parenting Advisory Committee	Remote	
Wed	21-Oct-20							

Day	Date	Timings				Committee	Venue	School Holidays
		Start	Estimated Duration (Hours)	Breaks (mins)	Estimated End			
Thu	22-Oct-20							
Fri	23-Oct-20							
Sat	24-Oct-20							School Holidays
Sun	25-Oct-20							
Mon	26-Oct-20							
Tue	27-Oct-20							
Wed	28-Oct-20							
Thu	29-Oct-20	16:30	4.5	30	21:00	Council	Remote	
Fri	30-Oct-20							
Sat	31-Oct-20							
Sun	01-Nov-20							
Mon	02-Nov-20	17:30	2.0	10	19:40	Democratic Services Committee	Remote	
Tue	03-Nov-20	10:00	0.5	5	10:35	Public Protection Committee	Remote	
Tue	03-Nov-20	11:00	3.5	30	13:00	Public Protection Sub-Committee	Remote	
Tue	03-Nov-20	16:30	2.5	10	19:10	Environment Scrutiny Committee	Remote	
Wed	04-Nov-20	16:30	2.5	10	19:10	CASSC Scrutiny Committee	Remote	
Thu	05-Nov-20	16:30	2.5	10	19:10	Economy & Culture Scrutiny Committee	Remote	
Fri	06-Nov-20							
Sat	07-Nov-20							
Sun	08-Nov-20							
Mon	09-Nov-20	16:30	2.5	10	19:10	CYP Scrutiny Committee	Remote	
Tue	10-Nov-20	16:30	2.5	10	19:10	PRAP Scrutiny Committee	Remote	
Wed	11-Nov-20							
Thu	12-Nov-20	14:00	2.0	10	16:00	Cabinet	Remote	
Fri	13-Nov-20							
Sat	14-Nov-20							



Day	Date	Timings				Committee	Venue	School Holidays
		Start	Estimated Duration (Hours)	Breaks (mins)	Estimated End			
Sun	15-Nov-20							
Mon	16-Nov-20	17:00	1.0	0	18:00	Local Authority Governor Panel	Remote	
Mon	16-Nov-20							
Tue	17-Nov-20	14:00	2.5	10	16:40	Audit Committee	Remote	
Wed	18-Nov-20	13:30	4.0	30	18:00	Planning Committee	Remote	
Thu	19-Nov-20							
Fri	20-Nov-20							
Sat	21-Nov-20							
Sun	22-Nov-20							
Mon	23-Nov-20	17:00	2.0	10	19:10	Pensions Committee	Remote	
Tue	24-Nov-20	10:00	2.0	10	12:10	Prosiect Gwyrdd Joint Committee	Remote	
Wed	25-Nov-20							
<b>Thu</b>	<b>26-Nov-20</b>	<b>15:00</b>	<b>1.0</b>	<b>0</b>	<b>16:00</b>	<b>Council (Annual Meeting)</b>	<b>Remote</b>	
Thu	26-Nov-20	16:30	4.5	30	21:00	Council	Remote	
Fri	27-Nov-20							
Sat	28-Nov-20							
Sun	29-Nov-20							
Mon	30-Nov-20							
Tue	01-Dec-20	10:00	0.5	5	10:35	Public Protection Committee	Remote	
Tue	01-Dec-20	11:00	3.5	30	13:00	Public Protection Sub-Committee	Remote	
Tue	01-Dec-20	16:30	2.5	10	19:10	Environment Scrutiny Committee	Remote	
Wed	02-Dec-20	16:30	2.5	10	19:10	CASSC Scrutiny Committee	Remote	
Thu	03-Dec-20	16:30	2.5	10	19:10	Economy & Culture Scrutiny Committee	Remote	
Fri	04-Dec-20							
Sat	05-Dec-20							
Sun	06-Dec-20							

Day	Date	Timings				Committee	Venue	School Holidays
		Start	Estimated Duration (Hours)	Breaks (mins)	Estimated End			
Mon	07-Dec-20	16:30	2.5	10	19:10	CYP Scrutiny Committee	Remote	
Tue	08-Dec-20	16:30	2.5	10	19:10	PRAP Scrutiny Committee	Remote	
Wed	09-Dec-20	17:00	2.5	10	19:40	Standards & Ethics Committee	Remote	
Thu	10-Dec-20	14:00	2.0	10	16:10	Cabinet	Remote	
Fri	11-Dec-20	14:00	2.0	10	16:10	Glamorgan Archives	Remote	
Sat	12-Dec-20							
Sun	13-Dec-20							
Mon	14-Dec-20							
Tue	15-Dec-20							
Wed	16-Dec-20	13:30	4.0	30	18:00	Planning Committee	Remote	
Thu	17-Dec-20							
Fri	18-Dec-20							
Sat	19-Dec-20							School Holiday
Sun	20-Dec-20							
Mon	21-Dec-20							
Tue	22-Dec-20							
Wed	23-Dec-20							
Thu	24-Dec-20							
Fri	25-Dec-20					Christmas Day Bank (Holiday)		
Sat	26-Dec-20							
Sun	27-Dec-20							
Mon	28-Dec-20					Boxing Day (Bank Holiday)		
Tue	29-Dec-20							
Wed	30-Dec-20							
Thu	31-Dec-20							
Fri	01-Jan-21					New Years Day (Bank Holiday)		

Day	Date	Timings				Committee	Venue	School Holidays
		Start	Estimated Duration (Hours)	Breaks (mins)	Estimated End			
Sat	02-Jan-21							
Sun	03-Jan-21							
Mon	04-Jan-21							
Tue	05-Jan-21	10:00	0.5	5	10:35	Public Protection Committee	Remote	
Tue	05-Jan-21	11:00	3.5	30	13:00	Public Protection Sub-Committee	Remote	
Tue	05-Jan-21	17:00	2.5	10	19:40	Corporate Parenting Advisory Committee	Remote	
Tue	05-Jan-21	16:30	2.5	10	19:10	Environment Scrutiny Committee	Remote	
Wed	06-Jan-21							
Thu	07-Jan-21							
Fri	08-Jan-21							
Sat	09-Jan-21							
Sun	10-Jan-21							
Mon	11-Jan-21	17:30	2.0	10	19:40	Democratic Services Committee	Remote	
Tue	12-Jan-21							
Wed	13-Jan-21	16:30	2.5	10	19:10	CASSC Scrutiny Committee	Remote	
Thu	14-Jan-21	16:30	2.5	10	19:10	Economy & Culture Scrutiny Committee	Remote	
Fri	15-Jan-21							
Sat	16-Jan-21							
Sun	17-Jan-21							
Mon	18-Jan-21	17:00	1.0	0	18:00	Local Authority Governor Panel	Remote	
Tue	19-Jan-21	16:30	2.5	10	19:10	CYP Scrutiny Committee	Remote	
Wed	20-Jan-21	16:30	2.5	10	19:10	PRAP Scrutiny Committee	Remote	
Thu	21-Jan-21	14:00	2.0	10	16:00	Cabinet	Remote	
Fri	22-Jan-21							
Sat	23-Jan-21							
Sun	24-Jan-21							

Day	Date	Timings				Committee	Venue	School Holidays
		Start	Estimated Duration (Hours)	Breaks (mins)	Estimated End			
Mon	25-Jan-21							
Tue	26-Jan-21	10:00	2.0	10	12:10	Prosiect Gwyrdd Joint Committee	Remote	
Tue	26-Jan-21	14:00	2.5	10	16:40	Audit Committee	Remote	
Wed	27-Jan-21	13:30	4.0	30	18:00	Planning Committee	Remote	
Thu	28-Jan-21	16:30	4.5	30	21:00	Council	Remote	
Fri	29-Jan-21							
Sat	30-Jan-21							
Sun	31-Jan-21							
Mon	01-Feb-21							
Tue	02-Feb-21	10:00	0.5	5	10:35	Public Protection Committee	Remote	
Tue	02-Feb-21	11:00	3.5	30	13:00	Public Protection Sub-Committee	Remote	
Wed	03-Feb-21							
Thu	04-Feb-21							
Fri	05-Feb-21							
Sat	06-Feb-21							
Sun	07-Feb-21							
Mon	08-Feb-21							
Tue	09-Feb-21							
Wed	10-Feb-21							
Thu	11-Feb-21							
Fri	12-Feb-21							
Sat	13-Feb-21							School Holiday
Sun	14-Feb-21							
Mon	15-Feb-21	13:30	2.5	10	15:40	CASSC Scrutiny Committee	Remote	
Mon	15-Feb-21	16:30	2.5	10	19:10	Economy & Culture Scrutiny Committee	Remote	
Tue	16-Feb-21	10:30	2.5	10	13:10	CYP Scrutiny Committee	Remote	

Day	Date	Timings				Committee	Venue	School Holidays
		Start	Estimated Duration (Hours)	Breaks (mins)	Estimated End			
Tue	16-Feb-21	16:30	2.5	10	19:10	Environment Scrutiny Committee	Remote	
Wed	17-Feb-21	13:30	4.0	30	18:00	Planning Committee	Remote	
Wed	17-Feb-21	10:00	2.5	10	13:10	PRAP Scrutiny Committee	Remote	
Thu	18-Feb-21	14:00	2.0	10	16:00	Cabinet	Remote	
Fri	19-Feb-21							
Sat	20-Feb-21							
Sun	21-Feb-21							
Mon	22-Feb-21							
Tue	23-Feb-21							
Wed	24-Feb-21							
Thu	25-Feb-21	16:30	4.5	30	21:00	Council (Budget)	Remote	
Fri	26-Feb-21							
Sat	27-Feb-21							
Sun	28-Feb-21							
Mon	01-Mar-21							
Tue	02-Mar-21	10:00	0.5	5	10:35	Public Protection Committee	Remote	
Tue	02-Mar-21	11:00	3.5	30	13:00	Public Protection Sub-Committee	Remote	
Tue	02-Mar-21	16:30	2.5	10	19:10	Environment Scrutiny Committee	Remote	
Wed	03-Mar-21	17:00	2.5	10	19:40	Standards & Ethics Committee	Remote	
Thu	04-Mar-21							
Fri	05-Mar-21							
Sat	06-Mar-21							
Sun	07-Mar-21							
Mon	08-Mar-21	17:00	1.0	0	18:00	Local Authority Governor Panel	Remote	
Tue	09-Mar-21	17:00	2.5	10	19:40	Corporate Parenting Advisory Committee	Remote	
Wed	10-Mar-21	16:30	2.5	10	19:10	CASSC Scrutiny Committee	Remote	

Day	Date	Timings				Committee	Venue	School Holidays
		Start	Estimated Duration (Hours)	Breaks (mins)	Estimated End			
Thu	11-Mar-21	16:30	2.5	10	19:10	Economy & Culture Scrutiny Committee	Remote	
Fri	12-Mar-21							
Sat	13-Mar-21							
Sun	14-Mar-21							
Mon	15-Mar-21	16:30	2.5	10	19:10	CYP Scrutiny Committee	Remote	
Tue	16-Mar-21	16:30	2.5	10	19:10	PRAP Scrutiny Committee	Remote	
Wed	17-Mar-21	13:30	4.0	30	18:00	Planning Committee	Remote	
Thu	18-Mar-21	14:00	2.0	10	16:00	Cabinet	Remote	
Fri	19-Mar-21							
Sat	20-Mar-21							
Sun	21-Mar-21							
Mon	22-Mar-21							
Tue	23-Mar-21	14:00	2.5	10	16:40	Audit Committee	Remote	
Wed	24-Mar-21							
Thu	25-Mar-21	16:30	4.5	30	21:00	Council	Remote	
Fri	26-Mar-21	14:00	2.0	10	16:10	Glamorgan Archives	Remote	
Sat	27-Mar-21							School Holidays
Sun	28-Mar-21							
Mon	29-Mar-21							
Tue	30-Mar-21							
Wed	31-Mar-21							