

MINUTES

CABINET MEETING: 11 JUNE 2015

Cabinet Members Present: Councillor Phil Bale (Chair)
Councillor Sue Lent
Councillor Peter Bradbury
Councillor Dan De'Ath
Councillor Bob Derbyshire
Councillor Graham Hinchey
Councillor Susan Elsmore
Councillor Sarah Merry
Councillor Ramesh Patel

Observers: Councillor Dianne Rees
Councillor Eleanor Sanders
Councillor Judith Woodman

Officers: Paul Orders, Chief Executive
Christine Salter, for Section 151 Officer
Shaun Jamieson, County Solicitor
Joanne Watkins, Cabinet Office

Apologies:

9 MINUTES OF THE CABINET MEETING HELD ON 28 MAY 2015

RESOLVED: that the minutes of the Cabinet meeting held on 28 May 2015 be approved

10 ASSISTANT CABINET MEMBERS

The Cabinet received a report proposing the appointment of three Assistant Cabinet Members for 2015/16.

RESOLVED: that the appointment of three Assistant Cabinet Members be approved in 2015/16 to the following roles:

- Councillor Sam Knight – Technology, Innovation and Skills
- Councillor Chris Weaver – Active Travel & Wellbeing (including Libraries)
- Councillor Darren Williams – Housing and Tackling Poverty

11 WELSH LANGUAGE SCHEME ANNUAL MONITORING REPORT 2014 -15

The Cabinet received the annual Welsh Language Monitoring report for 2014 -15. The report provided the formal basis on which compliance with the Council's statutory Welsh Language Scheme was monitored and provided a clear picture of the progress made in 2014-15, as well as identifying any areas for improvement.

RESOLVED: that the Welsh Language Monitoring Report (as attached as Appendix A to the report) be approved for consideration at Council prior to submission to the Office of the Welsh Language Commissioner in accordance with the Welsh Language Act 1993 and Welsh Language (Wales) Measure 2011.

12 REVIEW OF THE ATTENDANCE & WELLBEING POLICY

The Cabinet received details of the review of the Attendance and Wellbeing policy which had taken account of stakeholders from across the Council, the Wales Audit Office Report of May 2014, relating to the Management of Sickness Absence in the Council and the views of the Policy review and Performance Scrutiny Committee. It was proposed that no fundamental changes be made to the policy at this stage. However some minor changes were proposed which would tighten up and further strengthen provisions within the existing policy. Further clarity on responsibilities and accountabilities of all employees (especially managers) and the adjustment of some operational matters which have emerged since the policy was implemented in July 2013 were also proposed.

RESOLVED: that

1. the revised proposals in relation to the Attendance and Wellbeing Policy, attached at Appendix 1 to the report be approved and it be noted that proposals regarding Special Leave changes will be considered by Cabinet in July 2015.
2. the policy should be commended to School Governing Bodies for adoption and that all avenues should be rigorously explored to ensure that they adopt the policy.
3. the policy be implemented with effect from 1 July 2015.
4. the implementation of the revised Attendance & Wellbeing policy arrangements be monitored and be subject to review following a further 12 months of operation.
5. a Health & Wellbeing Strategy be brought forward, following due consultation, to a Cabinet meeting in the Autumn.

13 PROPOSED MERGER OF CORONERS AREAS

Cabinet received details of a Rhondda Cynon Taf Council proposal to merge the existing Cardiff and Vale Coroner Area with the Powys, Bridgend and Glamorgan Valleys Coroner Area. It was reported that the merger proposal would offer an

improved service to the City of Cardiff through a full time Coroner presence and adequate cover arrangements for the whole area. There would also be a small financial saving with the opportunity for this to improve in the future through more streamlined processes and greater bargaining power of the larger area to reduce necessary costs such as post mortem charges with the local health boards.

RESOLVED: that Council be recommended to:

1. delegate authority to the Director with responsibility for this matter in consultation with the Portfolio Cabinet Member, the County Solicitor and the Section 151 Officer, to deal with all matters required in order to facilitate the proposed merger of the Coroner's areas referred to in the body of the report including:
 - finalisation of the proposals to ensure they are appropriate and represent value for money, provide clarity on roles and responsibilities and facilitate appropriate controls/oversight concerning the continued improvement of the services and delivery of future financial savings;
 - entry into a service level/funding/collaboration agreement with all of the partner Authorities to reflect the finalised proposals including setting out controls for management and governance of the new arrangements subject to a provision that the agreement (and the roles and responsibilities of each of the Authorities) will be reviewed every 3 years (to include a review of the basis of apportionment of the costs to ensure that the arrangements are equally advantageous to each of the Authorities and equitable)
2. subject to finalisation of the details of the business case to be submitted in support of the application to reflect the finalisation of the proposals referred to in the above recommendation, consent to an application being submitted by Rhondda Cynon Taff County Borough Council to the Lord Chancellor in respect of the proposed merger of the Coroners areas referred to in the body of the report

14 ANTI - FRAUD, BRIBERY & CORRUPTION POLICY (INCLUDING MONEY LAUNDERING POLICY AND PROCEDURE)

The Cabinet considered a revised Anti Fraud, Bribery and Corruption Policy, and a revised Money Laundering Policy and Procedure. The Anti Fraud, Bribery and Corruption Policy set out how the Council would prevent, detect and investigate any suspicions of fraud or financial impropriety both from within and referrals received from outside the Council, setting in place a framework to ensure a consistent approach.

RESOLVED: that the Anti Fraud, Bribery and Corruption Policy, and the Money Laundering Policy and Procedure be approved

15 APPROACH TO HOMELESSNESS 'INTENTIONALITY' DECISIONS

Further to the update received at Cabinet on 2 April relating to the Homeless Duties under Part 2 of the Housing Wales Act 2014, a report seeking confirmation of the City of Cardiff Council position on the use of intentionality in homelessness decisions Under the Housing Wales Act 2014 and in accordance with the Homelessness (Intentionality) (Specified Categories) (Wales) Regulations 2015 was considered.

RESOLVED: that the consideration of intentionality as part of homeless decision making as set out in the report be agreed

16 COMMUNITY COUNCILS CHARTER

The Cabinet considered providing an update and refresh of the commitments set out in the Community Councils Charter to facilitate good working relationships between the City of Cardiff Council and the six Community Councils in Cardiff.

RESOLVED: that

1. the information set out in this report be noted
2. the Council's commitment to the aims of the Charter be reaffirmed
3. authority be delegated to the Monitoring Officer, in consultation with the relevant Cabinet Member, the Standards and Ethics Committee and the six Community Councils, to update the Charter and make any further minor amendments as may be required from time to time; and
4. the relevant Cabinet Member be authorised, with advice from the Monitoring Officer and Section 151 Officer, to sign the Charter (updated or amended under recommendation 3 above) on behalf of the City of Cardiff Council.

17 RESIDENTIAL EXTENSIONS & ALTERATIONS SUPPLEMENTARY PLANNING GUIDANCE (SPG)

The Cabinet considered approving the proposed Residential Extensions and Alterations Supplementary Planning Guidance for consideration by Council. The Supplementary Planning Guidance set out what applicants should consider when planning to extend or alter their home, even if it does not require planning permission.

RESOLVED: that the Residential Extensions and Alterations Supplementary Planning Guidance be approved for consideration by Council