

CARDIFF COUNCIL

REGISTER OF CABINET DECISIONS: 21

Decision No.	Minute No.	Decision	Reason	Consultation Undertaken	Dates			Responsibility for implementation after date shown
					Decision Made	Publication	Deadline for call-in	
CAB/23-24/	Min No	Minutes of the Cabinet Meeting of 29 February 2024 Approved.						
CAB/23-24/	Min No	Corporate Joint Committee Update RESOLVED: that a) the update on the Corporate Joint Committee as outlined in this report be noted. b) Authority be delegated to the Chief Executive in consultation with the Section 151 Officer and Monitoring Officer to address any residual financial and legal issues respectively (including concluding any	1. To update Cabinet on the establishment of Corporate Joint Committees in Wales. 2. To outline the implications of the transition from the Cardiff Capital Region City Deal to the Corporate Joint Committee		21 Mar 2024		2 March 2024	

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		<p>arrangements), arising as part of the transition (as necessary) and authorise legal services to execute all necessary documents associated with the novation and transition to the Corporate Joint Committee.</p> <p>c) novation of the relevant agreements for the City Deal from the Accountable Body to the new Corporate Joint Committee be noted.</p> <p>d) it be noted that Cardiff Council will cease to be the</p>	<p>on Cardiff Council's role as Accountable Body for the City Deal.</p> <p>3. To note the transfer of Cardiff Council employees to the Corporate Joint Committee.</p> <p>4. To note the novation of any relevant agreements for the City Deal from the Accountable Body to</p>					

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		<p>accountable body from 1st April 2024.</p> <p>e) It be noted that a future report will be brought to Cabinet and full Council regarding termination of the JWA and implementation of any new arrangements.</p>	<p>the new Corporate Joint Committee.</p>					
CAB/23-24/	Min No	<p>Trusts - Governance Arrangements RESOLVED: that</p> <p>1. the establishment of a Cabinet Committee(s), 'the Trusts Cabinet Committee', comprised of 5 Cabinet members,</p>	<p>To improve governance arrangements in respect of trusts where the Council is corporate trustee and ensure trust decisions are taken lawfully and properly in the best interests of</p>				2 April 2024	

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		<p>with the following Terms of Reference be approved:</p> <p><i>(a) In relation to any Trust of which the Council is a Corporate Trustee, to exercise all functions of the Council as Corporate Trustee, having regard to all relevant issues and appropriate professional advice, and acting always in the best interests of the Trust.</i></p> <p><i>(b) To adopt any appropriate policies and</i></p>	the relevant trust.					

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		<p><i>procedures to govern the discharge of its functions, including but without limitation to a Trusts Conflicts of Interest Policy and Procedure.</i></p> <p><i>(c) All Members of the Cabinet Committee will be required to undertake relevant training to enable them to properly discharge their duties.'</i></p> <p>2. Subject to approval of recommendation 1, 5 Cabinet members be appointed to the</p>						

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		<p>Trusts Cabinet Committee(s) with advice from the Monitoring Officer particularly should more than one committee be required at any given time; and</p> <p>3. Council be recommended to the establishment of an Advisory Committee, 'the Trusts Advisory Committee', comprised of 3 independent members of the Standards and Ethics Committee, with the following Terms of Reference:</p> <p><i>'In relation to any</i></p>						

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		<p><i>Trust of which the Council is a Corporate Trustee and any proposal in respect of which the Council has a serious conflict of interests, in line with Charity Commission guidance and or legal advice, to make a recommendation/s to the Trusts Cabinet Committee or the Cabinet on whether or not the proposal should be agreed, with or without modification/s, in the best interests of the Trust, having regard to all relevant issues and advice.'</i></p>						

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CAB/23-24/	Min No	<p>One Planet Cardiff - Annual Review RESOLVED: that</p> <p>1) the progress made on carbon reduction over the period of the One Planet Cardiff Strategy be noted.</p> <p>2) the commencement of work on of a Climate Change Response “Green Paper” be approved to include a clear picture of challenges, goals and potential investment opportunities associated with them.</p>	To ensure that the progress and momentum of our Climate Emergency response is recorded and to agree a course of action to review this in light of experience and intelligence gathered to date.		21 Mar 2024		2 April 2024	
CAB/23-24/	Min No	School Admission Arrangements 2025/26	The Council is		21 Mar 2024		2 April 2024	

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		RESOLVED: that the attached Council's draft School Admission Arrangements 2025/2026 as set out in the Admission Policy 2025/2026 be determined.	required to review its school admission arrangements annually and to agree the arrangements following appropriate consultation.					
CAB/23-24/	Min No	School Organisation Planning: Provision for Children & Young People with Additional Learning Needs (ALN) RESOLVED: that 1. officers be authorised to proceed to publish proposals in accordance with the section 48 of The Schools Standards and Organisation	To meet increasing demand for specialist resource base places for learners with Emotional Health and Wellbeing Needs and Complex Learning Needs and/Autism.	Full consultation details are contained within the report.	21 Mar 2024		2 April 2024	

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		<p>(Wales) Act 2013 to:</p> <ul style="list-style-type: none"> establish a new 8 place Specialist Resource Base for emotional health and wellbeing at Baden Powell Primary School from September 2024, within the existing buildings. establish an 8 place Specialist Resource Base for emotional health and wellbeing at Fairwater Primary School from September 						

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		<p>2024, within the existing buildings. This would replace the existing Wellbeing Class.</p> <ul style="list-style-type: none"> • establish a new 16 place Specialist Resource Base for emotional health and wellbeing at Herbert Thompson Primary School from September 2025, within existing buildings or new building. • establish a 16 place Specialist 						

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		<p>Resource Base for emotional health and wellbeing at Lakeside Primary School from September 2024, within the existing buildings. This would replace the existing Wellbeing Class.</p> <ul style="list-style-type: none"> establish an 8 place Specialist Resource Base for emotional health and wellbeing at Springwood Primary School from September 2024, within the existing buildings. This 						

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		<p>would replace the existing Wellbeing Class.</p> <ul style="list-style-type: none"> establish a 20-place Specialist Resource Base for learners with Emotional Health and Wellbeing Needs at Ysgol Gyfun Gymraeg Plasmawr from September 2024, within the existing buildings. establish a 20 place Specialist Resource Base for Autism at Coed Glas Primary School 						

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		<p>from September 2024, within the existing buildings.</p> <ul style="list-style-type: none"> establish a 20 place Specialist Resource Base for Complex Learning Needs and /or Autism at Greenway Primary School from September 2024, within the existing buildings. establish a 20 place Specialist Resource Base for Complex Learning Needs and/or Autism at Severn Primary School from 						

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		<p>September 2024, within the existing buildings.</p> <p>2. the proposal to establish an 8 place Specialist Resource Base for emotional health and wellbeing at Ysgol Gymraeg Pwll Coch does not progress.</p> <p>3. It be noted that prior to implementation of the proposals a further report will be provided to Cabinet providing details of any objections received, the response to those objections and recommendations for implementation or otherwise of the</p>						

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		proposals.						
CAB/23-24/	Min No	<p>Housing Revenue Account (HRA) Business Plan 2024/25</p> <p><i>Appendix 4 to this report is exempt from publication because it contains information of the kind described in paragraphs 14 (information relating to the financial or business affairs of any particular person) and 21 (public interest test) of parts 4 and 5 of Schedule 12A to the Local Government Act 1972 and in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</i></p>	<p>To comply with the requirement to present the HRA Business Plan to the Welsh Government and to ensure clear service objectives and financial assurance are in place for the HRA.</p>	<p>Consultation with tenants has taken place during the rent setting process and their feedback has informed the business plan.</p>	21 Mar 2024		2 April 2024	

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		<p><i>Cllr Ash Lister declared a personal and prejudicial interest in this item, as a relative lives in accommodation mentioned in the report. Cllr Lister left the meeting and took no part in the decision making process.</i></p> <p>RESOLVED: that the Housing Revenue Account (HRA) Business Plan 2024-2025 for presentation to Welsh Government be approved.</p>						
CAB/23-24/	Min No	<p>Overcladding Nelson House / Loudoun House Appendix 3 and 4 to this report are exempt from publication as it contains information pursuant to</p>	<p>1. To agree the way forward for the recladding of Nelson House and</p>	<p><i>Housing and Communities will consult with residents and local ward members as the</i></p>	21 Mar 2024		2 April 2024	

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		<p><i>paragraph 16 of the Local Government Act 1972.</i></p> <p>RESOLVED: that</p> <p>1. the proposed procurement route for the over cladding of Nelson House and Loudoun House be approved ; and the evaluation criteria set out in the report be approved, and the commencement of the procurement process be agreed.</p> <p>2. all aspects of the procurement process for the over cladding works to Nelson Houses and</p>	<p>Loudoun House, including the proposed procurement arrangements.</p> <p>2. To ensure the thermal efficiency of the blocks while maintaining the highest level of fire safety.</p>	<p><i>scheme develops and communication will be in person and via letters.</i></p> <p>1. Communication with residents of Loudoun House and Nelson House and local Members has been initiated via email / letter. As the scheme develops, they will be involved at all stages,</p>				

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		Loudoun House (up to and including award of contract/s and any ancillary matters) be delegated to the Director of Adults Housing and Communities in consultation with the Cabinet Member Housing and Communities, Corporate Director Resources and Director of Governance and Legal Services, subject to approval of appropriate grant funding being secured from Welsh Government.		including in the final choice of cladding design. 2. Initial communication has been initiated with the residents of Beech House and local Members and an information session on site has been arranged. Both residents				

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				and Members will be kept informed about the immediate works and any proposals for the future.				
CAB/23-24/	Min No	Land Matters <i>Appendices C and D of this report are not for publication as they contain exempt information of the description contained in paragraphs 14 of part 4 and paragraph 21 of part 5 Schedule 12A of the Local Government Act 1972.</i>	1. Acquisition of land at Pengam Green would allow various strategic objectives to be brought forward and progressed.	1. Appropriate local member consultation will take place on the terms of the transacti	21 Mar 2024		2 April 2024	

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		RESOLVED that authority be delegated to the Director of Economic Development (in consultation with the Cabinet Member for Investment and Development, the Section 151 Officer and the Monitoring Officer) to negotiate and agree heads of terms and to deal with all aspects of the acquisition of land at Pengam Green and the disposals of the land and buildings at New House Farm, including appropriation of any land required for cemetery expansion purposes, as set out in this report within the parameters of the valuation advice provided at Appendices C and D.	<p>In particular, strategic objectives around economic activity on part of the site, eventual realignment of Rover Way and improvements to the Gypsy Traveller site to the south of the existing road would be simplified and achieved.</p> <p>2. Disposal of the</p>	ons and any subsequent strategic plans for the properties acquired.				

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			<p>Council's freehold interest in land at New House Farm would result in a capital receipt for the Council during 2023/24 which can be re-invested to secure new income streams for the Council, whilst retaining strategic land for future cemetery expansion.</p>					

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CAB/23-24/	Min No	<p>Bus Priority Strategy RESOLVED: that</p> <ol style="list-style-type: none"> 1. the draft Bus Priority Infrastructure Plan document, as set out in Appendix 1 be approved. 2. the commencement of a public consultation on the Bus Priority Infrastructure Plan be approved. 3. Authority be delegated to the Director of Transport, Planning and Environment in conjunction with the Cabinet Member for Strategic Planning & Transport to make minor amendments to the Bus Priority Infrastructure Plan and formulate a programme of deliverable bus 	<ol style="list-style-type: none"> 1. To achieve the Vision for bus set out in the White Paper for Transport 2020. 2. To realise the 'Big Moves' in the wider Bus Strategy for Cardiff, with particular emphasis on supporting Big Moves 1-3 which relate to the delivery of bus infrastructure and priority. 3. A Bus Priority Infrastructure Plan would be a major 	<ol style="list-style-type: none"> 1. Local Members will be consulted with as part of the Transport Project Process and Traffic Regulation Order (TRO) process associated with the delivery of any transport scheme associated with the Bus 	21 Mar 2024		2 April 2024	

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		<p>priority projects and relevant engagement with key stakeholders, and to move forward with the delivery of those key projects.</p> <p>4. It be noted that all related transport project deliverables included in, and/or produced from the Bus Priority Infrastructure Plan will be subject to successful funding bids, public consultation, design feasibility, assessments (including Equalities Impact Assessments EQIA) and Traffic Regulation Orders (TROs).</p>	<p>step forward for the transport network in Cardiff. It would contribute significantly to making buses a more attractive option for travel.</p> <p>4. To place bus journey quality and the end-to-end user experience at the heart of future transport projects.</p> <p>5. To prioritise a core set of six bus</p>	<p>Priority Infrastructure Plan.</p> <p>2. Proposed consultation details are set out in the report.</p>				

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			<p>corridors for infrastructure improvements – subject to further assessment.</p> <p>6. To enable the Transport Team to move forward with the development of bus priority projects on those routes and to form an associated delivery programme.</p>					
CAB/23-24/	Min No	Cardiff Crossrail Phase 1 Appendix 1 of this report is not for publication as it contains exempt information of the	<p>1. To achieve the Vision for CrossRail set out in the White Paper</p>	Full consultation proposals are set out in the	21 Mar 2024		2 April 2024	

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		<p><i>description in paragraph 14 (Information relating to the financial or business affairs of any particular person including the authority holding that information) of Part 4 and satisfies the public interest test in paragraph 21 Part 5 of Schedule 12A of the Local Government Act 1972</i></p> <p>RESOLVED: that</p> <p>1. the launch of an Early Contractor Involvement (ECI) 2 Stage Tender for Phase 1A of the CrossRail Project be authorised.</p> <p>2. authority be delegated to the Director of</p>	<p>for Transport 2020.</p> <p>2. To enable further Business Case submissions to UK Government.</p> <p>3. To enable key project processes to be undertaken by the project team.</p> <p>4. To give the project the best chance of achieving the allocated funding sums by mid-2026.</p>	report.				

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		<p>Planning, Transport & Environment to award the Stage 1 ECI Design Phase to the successful bidder using the evaluation criteria set out in Paragraph 11 of this report.</p> <p>3. It be noted that that Stage 2 of the ECI will be subject to a future cabinet approval. This will be based on an agreement of a target cost price following the Stage 1 process.</p> <p>4. authority be delegated to Director of PTE (as Senior Responsible Owner (SRO) and Programme Board</p>	<p>5. To deliver a fully operational Phase1A project by mid-2028.</p> <p>6. To Proactively manage design and delivery risks through a comprehensive plan, minimising potential disruptions and cost overruns.</p> <p>7. To lay the groundwork for future CrossRail phases, including</p>					

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		Chairperson) to move forward with all consultation and engagement process associated with the CrossRail Phase 1 Project.	connecting Cardiff City Centre with the east of the city and connecting the proposed Phase 1A scheme to the west via 'The Ramp' at Central Station.					
CAB/23-24/	Min No	Updated Highway Maintenance Policy Document Part A (2024) RESOLVED: that the updated Highway Maintenance Policy Document Part A (2024) as the current management policy for this function be approved.	To approve the Updated Highway Maintenance Policy Document Part A (2024) as the current management policy for this function.		21 Mar 2024		2 April 2024	
CAB/23-	Min No	Microsoft 3 year license	1. As the		21 Mar 2024		2 April	

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24/		<p>agreement renewal RESOLVED: that</p> <p>1) It be approved in principle for the Council to procure its Microsoft software renewal via either the Crown Commercial Service (CCS) Technology Products and Associated Services framework agreement (using Microsoft Spring 2024 aggregation - NFC166), or Welsh Government's WGCD (Welsh Government Commercial Delivery) / NPS (National Procurement Service) IT and Products and</p>	<p>estimated contract value exceeds £5,000,000, to comply with Financial Procedure Rules, and Contract Standing Orders and Procedure Rules, Cabinet approval to proceed is required.</p> <p>2. Due to the timings of the release of the DTA24 Microsoft MoU, it's</p>				2024	

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		<p>Services Framework Agreement. (ii)</p> <p>2) authority be delegated to the Corporate Director, Resources in consultation with the Cabinet Member for Finance, Modernisation and Performance and the Monitoring Officer to determine which framework to utilise and generally deal with all aspects of the procurement process and associated matters up to and including the awarding of the contract.</p>	<p>not possible to wait until pricing is known to seek Cabinet approval – prior approval is therefore required to delegate the authority to complete the necessary procurement activities, allowing the Council to utilise the most appropriate procurement option.</p>					

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CAB/23-24/	Min No	<p>Pay Policy Statement 2024/25 <i>Paul Orders, Sarah McGill, Chris Lee, Debbie Marles and Tracey Thomas declared a personal and pecuniary interest in this item. Paul Orders, Sarah McGill, Chris Lee left the meeting. Debbie Marles and Tracey Thomas remained in the meeting until the point of decision in order to answer any technical questions.</i></p> <p>RESOLVED: that Council be recommended to</p> <p>1. confirm that the decision to agree the Pay Policy Statement constitutes agreement to implement the cost of living pay</p>	To respond to the legal requirement under the Localism Act 2011 by agreeing the Pay Policy Statement, the publication of which will also provide openness and accountability in how the Council rewards its employees.		21 Mar 2024 28 Mar 2024		2 April 2024	

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		<p>increases determined by the relevant negotiating body effective from 1st April 2024, as accounted for in the Budget set and agreed by Council on 7th March 2024.</p> <p>2. determine that any additional financial implications arising from the national pay agreements determined after this date that cannot be met within the Council's Revenue Budget will be referred to Council for</p>						

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		consideration and decision. 3. approve the attached Pay Policy Statement (2024/25) Appendix 1.						
Prepared by Cabinet office:					22 March 2024			
Submitted to Chief Executive for Signature					22 March 2024			

Approved for Publication: *Paul Orders*
Chief Executive

Date: 22 March 2024