

FORWARD PLAN OF PROPOSED CABINET BUSINESS

PERIOD: JULY 2017 – OCTOBER 2017

SUMMARY OF ANTICIPATED DECISIONS TO BE TAKEN AT CABINET MEETINGS

Please contact the Cabinet Support Office (2087 2396) if you require any further information

Report Title	Summary of Issues & Proposed Recommendation	Scrutiny Traffic light status	Consultees	Decision Maker
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27 July 2017

Children & Families

Families First Re commissioning	To consider the proposed model for the longer term arrangements for the Families First Programme and the commissioning intentions of the Families First Programme for 2017/18	Amber	Consultation has taken place with existing providers and those with an interest in the programme, young people and families	Cabinet
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Children & Families & Social Care, Health & Wellbeing

Director of Social Services Annual Report	The Statutory Director of Social Services is required to produce an annual report to members of the council on the effectiveness of their social care services. This report is fundamentally a requirement on authorities, members as well as officers to tell local citizens and key stakeholders how well they think their arrangements for delivering social care are working	Green		Cabinet
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Finance, Modernisation & Performance

Budget Strategy 2018/19 and the Medium Term	To seek Cabinet approval for the budget strategy in respect of 2017/18 and the MTFP which includes consideration of the financial position and savings targets for each directorate. To note the Budget Timetable Framework and forward this to council for approval.	Green		Cabinet
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Corporate Risk Register - Year End Review 2016/17	<p>The report will inform the Cabinet of the key risks facing the Council. The Cabinet will have last sighted the Corporate Risk Register (CRR) at a Cabinet Meeting in December 2016. Senior officers review the document quarterly and the Cabinet once every 6 months.</p> <p>Corporate Risk owners are at a Director level, and they each input to the review of this document.</p>	Amber		Cabinet
Procurement of the South East Highways Civils Construction Collaborative Framework (SEWHighways2)	<p>The City of Cardiff Council has been using the existing SEWHighways framework as the go-to procurement route for a large proportion of its third party civils construction spend on an annual basis.</p> <p>As such, The City of Cardiff Council is looking to re-procure the existing collaborative framework arrangement currently let by RCT, which ends on the 31st March 2018. The councils Commissioning and Procurement team with the main stakeholder client City Operations will be seeking authority from cabinet to be delegated to the respective director to deal with all aspects of the procurement relating to the SEWHighways collaborative framework, including setting the tender evaluation criteria to the award of suppliers to the framework.</p>	Green		Cabinet

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Housing & Communities

Housing Revenue Account (HRA) Business Plan 2017/18	<p>The report is proposing to;</p> <ul style="list-style-type: none"> • encourage more efficient use of housing assets; • increase the transparency of the HRA; • assist authorities in planning their housing management strategy; • put authorities' housing accounts onto a more business-like basis. 	Green		Cabinet
Rent Smart Wales	<p>Rent Smart Wales' role is to ensure that all landlords and agents involved in the management of privately rented property comply with the legislation in order to improve the standards and management of the sector and to better protect the interests of tenants. In ensuring compliance, RSW enforces the law, this includes taking enforcement action where appropriate. The officers involved in RSW enforcement are employed by Cardiff Council as the SLA but also the 22 local authorities. One enforcement policy to capture the approach to be taken by all partners is therefore even more important to ensure a consistent approach.</p>	Amber		Cabinet

Investment & Development

Bus Interchange	<p>The report will seek approval in principle for a funding package for the delivery of the Cardiff Bus interchange and will seek to delegate authority to conclude negotiations with the developer.</p>	Amber		Cabinet
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Maintenance of Council's Non domestic Buildings	To seek Cabinet approval to commission the second generation Building Maintenance Framework for the Council's non-domestic buildings.			Cabinet

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September 2017

Clean Streets, Recycling & Environment

Recycling and Refuse Collection Vehicle Fleet Replacement	The Refuse Collection Vehicles (RCV's) operated by the Council's Waste Management division are approaching the end of the current three year hire agreement (September 2017). This procurement includes the vehicles we use for recycling, green waste, food waste and general waste collections. Cabinet is asked to consider the progression of the new recycling and refuse vehicle procurement exercise.	Green		Cabinet
Cardiff Organic Waste Treatment Change of Contractor Ownership	To consider the ownership of the Cardiff Organic Waste Treatment Contractor	Green		Cabinet

Culture & Leisure

Library Historical Collections				Cabinet
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Education, Employment & Skills

<p>School Admission Arrangements 2019/20</p>	<p>In accordance with Section 89 of the School Standards and Framework Act 1998 and the Education (Determination of Admission Arrangements) (Wales) Regulations 2016 the Council is required to review the School Admission Policy annually.</p> <p>The School Admission Arrangements must be determined for implementation in September 2019.</p> <p>Prior to agreeing the aforementioned arrangements the Council is required to conduct annual consultation. On undertaking this process in 2016/17 stakeholders expressed that they wanted further consideration of additional/alternate criteria. As such Cabinet agreed to authorise officers to consider further the Council's school admission arrangements including wider research into alternative options and the impact of each, in advance of consultation on the Council's School Admissions Policy 2019/20.</p> <p>The Cabinet report will set out the outcome of this research and the proposed admission arrangements for 2019/20 following consideration of the outcomes prior to consultation which must take place between 1 September 2017 and 1 March 2018.</p>	<p>Amber</p>	<p>A range of stakeholders will be consulted as part of the annual admission arrangements consultation.</p>	<p>Cabinet</p>
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Finance, Modernisation & Performance

<p>Quarter 1 Performance</p>	<p>This report presents a summary of the Council's performance for Quarter 1 of the 2017-18 financial year, providing Cabinet with an opportunity to review performance, consider any emerging issues, and direct and remedial actions considered necessary</p>	<p>Green</p>		<p>Cabinet</p>
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Budget Monitoring - Month 4 Report	The report will outline the overall financial monitoring position of the Council in respect of both revenue and capital accounts. This will include an analysis of key variances based on the first four months of the financial year.	Green		Cabinet
Change Programme	Provisional account of the Council's programme of future change activity, highlighting the intended overall structure, headline projects and key areas of focus.	Amber		Cabinet

Housing & Communities

Homelessness & Housing Need	<p>To update Cabinet on</p> <ul style="list-style-type: none"> The level of housing need in the city The progress in changing the approach to homelessness since the introduction of the new Housing Wales Act <p>To consider alternative options for meeting housing need.</p>	Amber	Consultation will be undertaken with key partners /stakeholders about the proposals ahead of the report being considered at Cabinet.	Cabinet
Meeting Housing Need Under The Housing (Wales) Act: Gypsy and Traveller Site Assessment	The Council is required, under Part 3 of the Housing (Wales) Act 2014, to undertake a Gypsy and Traveller Accommodation Assessment and to make provision for sites where the assessment identifies an unmet need for Gypsy and Traveller pitches. Cabinet in September 2016 agreed for the Council to undertake further technical investigations and for Cabinet to receive a report with the findings of the technical studies along with overall conclusions on the site(s) considered most appropriate to meet the need for Gypsy and Traveller accommodation.	Red		Cabinet

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Development of a City Wide Employability Provision	To set out proposals for development of a City Wide response to Employability Provision and improving Involvement and Participation opportunities for Communities post Communities First closure.	Amber	Public Consultation will be undertaken during July with a mixture of online and stakeholder engagement, report will be available by Mid-August	Cabinet

Social Care, Health and Well-being

Recommissioning of Gender Specific Services (Including Domestic Abuse)	<p>There are currently a number of different gender specific and domestic abuse services in Cardiff, including domestic violence refuges, supported accommodation, floating support and advocacy services.</p> <p>There is a need to join up and further develop these services to create straightforward access to a range of provision, to meet the need for preventative services, and to provide a clear pathway through support.</p> <p>The report is to update the approach following consultation and agree the new proposed way forward.</p> <p>To note the proposal for a new Regional Domestic Violence Strategy and agree for a future report to be received.</p>	Amber		Cabinet
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Strategic Planning & Transport

First Cardiff Local Development Plan Annual Monitoring Report	<p>The Cardiff Local Development Plan (LDP) was formally adopted by the Council on 28th January 2016. As part of the statutory development plan process the Council is required to prepare an Annual Monitoring Report (AMR) and submit it to Welsh Government by 31st October 2017. This report will outline the purpose, key findings and conclusions of the first AMR and seek its endorsement for submission to the Welsh Government by 31st October 2017.</p>	Amber		Cabinet
Integrated Network Map	<p>The Active Travel (Wales) Act 2013 places a duty on local authorities to plan for and promote walking and cycling for every day journeys, including the requirement to produce an Integrated Network Map which sets out a 15 year plan for improvements to active travel routes and must be submitted to Welsh Government for approval within a prescribed timescale.</p> <p>The Integrated Network Map comprises maps of proposed active travel routes and a prioritised schedule of schemes to improve or create these routes, including schemes ready for implementation in the short term and long term aspirational plans.</p> <p>A statutory 12 week period of public consultation has been undertaken on the Draft Integrated Network Map.</p> <p>The Integrated Network Map must be submitted to Welsh Government for approval by 3rd November 2017.</p>	Green	<p>Approve the submission of the Integrated Network Map to Welsh Government for approval in accordance with the requirements of the Active Travel (Wales) Act 2013.</p>	Cabinet

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October 2017

Children & Families

Cabinet Response to the Children & Young People Scrutiny Committee Report on FGM	To provide a response to the Children & Young People Scrutiny Committee Report on FGM			Cabinet
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Education, Employment & Skills

21st Century Schools Programme, Band B Investment	<p>The Council submitted its revised 21st Century School Band A Programme of Projects to the Welsh Government in 2014. Band A funding is due to complete in March 2019 with Band B investment to start in April 2019.</p> <p>Officers have undertaken a significant needs analysis and prioritisation process including data and information relating to the demographics across the city, school facilities and their condition along with schools standards data and input from the Stakeholder Reference Group (SRG) and independent consultants with specific elements of expertise relevant to planning this scale and type of investment programme.</p> <p>The SRG is composed of school headteachers from across the nursery, primary and secondary school age range and incorporating representatives from all sectors including English-medium community schools, Welsh-medium community schools and church schools.</p> <p>This submission to the Welsh Government reflects the outcome of the process including those needs which are highlighted as being priorities for development between April 2019 to March 2024 as part</p>	Amber	<p>A Stakeholder Reference Group (SRG) has been consulted as part of the needs analysis and prioritisation process.</p> <p>In the event any of the priorities set out in the bid would necessitate significant change and statutory consultation a range of stakeholders would be consulted in line with the SOP code.</p>	Cabinet
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	of the 21 st Century Schools Band B investment programme as part of a wider strategy for investment in the Education estate across Cardiff.			
Cabinet response to the Children and Young People's Scrutiny report on School Term Times	To provide a response to the Children and Young People's Scrutiny report on School Term Times	Green		Cabinet

Finance, Modernisation & Performance

Cardiff Council Annual Complaints Report 2016 - 17	<p>The annual complaints report for the Council provides the total number of complaints and compliments received by the Authority each financial year.</p> <p>This includes information on the volumes received by each service area with narrative provided on trend analysis, explaining any increase or decrease from the previous year. Improvements made by the Council as a result of customer feedback is also considered and documented.</p> <p>Additional information is provided on complaints that have been escalated to the Public Ombudsman for Wales including data such as the number of complaints being upheld.</p>	Green		Cabinet
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Strategic Planning & Transport

Supplementary Planning Guidance	<p>To consider Supplementary Planning Guidance relating to:</p> <ul style="list-style-type: none"> • Residential Extensions and Alterations • Infill Sites • Safeguarding Business and Industrial Land and Premises • Food Drink and Leisure Uses 	Amber	Consultation on the SPGs is in line with the LDP Community Involvement Scheme.	Cabinet
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	<ul style="list-style-type: none"> • Childcare Facilities • Green Infrastructure • Planning for Health 		<p>Consultation included the following:</p> <ul style="list-style-type: none"> • A 6 weeks public consultation period • A public notice in the local press to notify anyone with an interest • Copies of the documents were made available to view in all Cardiff Libraries, County Hall and on the Council website. <p>In addition to Councillors were notified about the current SPG consultation and an email/letter notification was sent out to consultees on the SPG Consultation List – this list included the formal LDP consultees and anyone else who has requested to be</p>	

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			kept informed of SPG consultations, including businesses, interested groups and individuals.	