

**MINUTES**

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**CABINET MEETING: 14 DECEMBER 2023**

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Present	Councillor Huw Thomas (Leader) Councillors Peter Bradbury/ Julie Sangani (job share) Councillor Jen Burke Councillor Dan De'Ath Councillors Norma Mackie/ Ash Lister (job share) Councillor Sarah Merry Councillor Lynda Thorne Councillor Chris Weaver Councillor Caro Wild
Observers:	Councillor John Lancaster Councillor Rodney Berman
Also:	
Officers:	Paul Orders, Chief Executive Sarah McGill, Corporate Director Chris Lee, Corporate Director & Section 151 Officer Debbie Marles, Interim Monitoring Officer Claire Deguara, Cabinet Office
Apologies:	Councillor Russell Goodway

**156 MINUTES OF THE CABINET MEETINGS OF 26 OCTOBER 2023 AND 23 NOVEMBER 2023**

The minutes of the Cabinet meetings of 26 October and 23 November 2023 were approved.

**157 ANNUAL AIR QUALITY MONITORING REPORT**

Cabinet considered the Local Air Quality Annual Progress report which uses data from air quality data sets obtained in 2022 prior to submission to Welsh Government.

Following the Welsh Government Direction in 2020, the Council published a plan to address the issues raised around air quality on the A4161 (Castle Street), the plan detailed measures which included implementation of electric buses, a bus retrofit programme, a taxi mitigation scheme and city centre transport improvements.

It was noted that there are four air quality management areas declared across Cardiff. Results obtained from the three automated monitoring network sites demonstrated compliance with the national air quality objectives for both NO<sub>2</sub> and PM<sub>10</sub>. It was highlighted that in general air quality in Cardiff is improving, however some concerns were noted in regard to the site in Llandaff, more work will be undertaken to understand this issue.

The report highlights that of the 135 non-automatic monitoring sites no monitoring sites have recorded exceedances of the annual average objective set for NO<sub>2</sub> (40 µg/m<sup>3</sup>). In relation to school sites monitoring as part of the school streets project it was noted that each of the sites demonstrated full compliance with the annual average objective of (40 µg/m<sup>3</sup>).

A letter from the Environmental Scrutiny Committee was circulated.

**RESOLVED:** that

1. the monitored results gathered in 2022 be noted and accepted.
2. the 2023 Annual Progress Report (as attached as Appendix 1) be approved for submission to Welsh Government for approval by 31<sup>st</sup> December 2023.

#### **158 COUNTER-FRAUD, BRIBERY AND CORRUPTION STRATEGY AND OPERATIONAL DOCUMENTS - UPDATE**

The Cabinet considered the proposed Counter-Fraud, Bribery and Corruption Strategy. It was noted that a Counter Fraud and Corruption Strategy was introduced and approved by Cabinet in July 2019. The strategy has been refreshed and updated based on best practice guidance and intelligence from CIPFA.

It was noted that the revised strategy attached to the report at appendix A, contains the following principal updates – enhanced oversight, assurance reviews, enhanced communications and refreshed mandatory training for staff.

**RESOLVED:** that the updated Counter-Fraud Bribery and Corruption Strategy, and the operational counter-fraud documents appended to this report be approved.

#### **159 MID-YEAR ASSESSMENT OF PERFORMANCE 2023/24**

It was noted that a scrutiny letter from the Policy Review and Performance Scrutiny Committee was circulated. The Leader noted that the two recommendations made had been fully accepted. In addition, the Council's Performance Panel also discussed the report, and made 11 recommendations of which 10 were fully accepted and 1 partially accepted.

The report draws upon a number sources of performance information to assess progress against the Well-being Objectives. The report highlights areas of success such as Cardiff becoming the first British city to be awarded Child Friendly City status, good progress towards delivery the Children's Services Strategy, sustained support for residents during the cost-of-living crisis, progress towards the delivery of 1000 new homes, a greater level of integration with the NHS to get people out of

hospital quicker, support for refugee and asylum seekers, good progress towards improving public and green spaces, progress on the roll-out of universal free school meals.

However, areas of strategic challenge were noted such as; sustained increase in the scale and complexity of demand across Council services – this includes children’s services, education, adult social care sector and extraordinary pressures on the housing system. Other areas of challenge are the Council’s ability to continue to ensure financial resilience, workforce pressures and the ability to respond to new and emerging risks.

RESOLVED: that

1. the mid-year assessment of the Council’s performance as set out in this report and Appendix A, including the delivery of key commitments and priorities at the end of Quarter 2 of 2023/24, and the actions being taken to ensure the effective delivery of the Corporate Plan 2023-26 be noted.
2. the response to any recommendations made by the Policy Review and Performance Scrutiny Committee (PRAP) (Appendix C) in relation to the draft Mid-Year Assessment be considered and agreed.
3. authority be delegated to the Chief Executive, in consultation with the Leader of the Council and Cabinet Member for Finance, Modernisation & Performance to make any consequential amendments to the draft Mid-Year Assessment required to reflect the response to PRAP Scrutiny Committee recommendations (agreed under recommendation 2).

## 160 **CORPORATE RISK MANAGEMENT - QUARTER 2 2023/24**

The Cabinet received the updated risk management position at quarter 2 for 2023/24. It was noted that at quarter 2 19 risks would be taken forward to the Corporate Risk Register. It was noted that most risks remain at the same level and details mitigating actions to address these risks.

It was highlighted that due the pressures on homelessness services it is likely that this will become a corporate risk in quarter 3.

RESOLVED that the content of the Corporate Risk Register be noted..

## 161 **CALCULATION OF COUNCIL TAX BASE 2024/25**

Cabinet considered the Council Tax Base for 2024/25 which the authority is required to calculate in accordance with the statutory provisions governing Council Tax under Part 1 of the Local Government Finance Act 1992.

RESOLVED: that

1. the calculation of the Council’s tax base for the year 2024/25 be approved.

2. pursuant to this report and in accordance with the Local Authorities (Calculation of Tax Base) (Wales) Regulations 1995, as amended, the amount calculated by Cardiff Council as its Council Tax Base for the year 2024/25 shall be 151,372.
3. pursuant to this report and in accordance with the Local Authorities (Calculation of Tax Base) (Wales) Regulations 1995, as amended, the amounts calculated by the Council as the Council Tax Base for the year 2024/25 in the community areas subject to a precept shall be as follows:

Lisvane	3,068
Pentyrch	3,709
Radyr	4,090
St. Fagans	2,006
Old St. Mellons	2,512
Tongwynlais	830

4. the arrangements for the payment of precepts in 2024/25 to the Police and Crime Commissioner for South Wales be by equal instalments on the last working day of each month from April 2024 to March 2025; and to the Community Councils, be by one payment on the first working day of April 2024, reflecting the same basis as that used in 2023/24; and the precepting authorities be advised accordingly.

## 162 REVISIONS TO THE FAIR WORK (LONG TERM AGENCY WORKER) POLICY

Cabinet received a report detailing revisions to the Council Fair Work (Long Term Agency Worker) Policy.

It was highlighted that following engagement with Trade Unions as part of the Council's Trade Union Partnership process, discussions have taken place with regard to the reduction of the initial 2 year period for gaining temporary employment to 12 months. A commitment has also been given to look further at Council policy on the period for temporary employees to gain permanent employment once the requirements for Council budget savings over the next financial year are fully known and mapped out.

The Policy also states that managers must not engage Agency Workers on assignments that they believe will be for longer than 12 months except where normal recruitment channels have been exhausted.

RESOLVED: that

1. the revisions to the Fair Work (Long Term Agency Worker) Policy (Appendix 1) be approved and its ongoing review be noted; and,
2. responsibility be delegated to the Corporate Director, Resources in consultation with the Chief Executive and the Cabinet Member for Finance, Modernisation and Performance, with advice from the Director of Governance and Legal Services (or authorised representative) to make any further revisions to the Fair Work (Long

Term Agency Worker) Policy, which are considered appropriate in order to reflect the Council's commitment to being a 'Fair Work' employer.

## 163 COUNCIL HOUSING RENT & SERVICE CHARGE SETTING 2024/25

*Councillor Ash Lister declared a personal and prejudicial interest in this item as a family member is a Council tenant. Councillor Lister left the meeting and did not take part in decision making.*

Cabinet considered a report requesting approval for the approach to setting rents and services charges on Council owned dwellings in the Housing Revenue Account for the financial year 2024/25

It was noted that the main source of income to the HRA is from tenants in the form of rents and service charges. The purpose of reviewing rents is to ensure the Housing Revenue Account has enough income to provide quality housing services for current and future tenants. Rental income allows the service to invest in the maintenance and improvement of existing homes and neighbourhoods; provide good tenant support services; contribute to the funding of our community Hubs and also build new homes.

It was noted that following a full review, it is proposed that council rents should increase by the full amount allowed of 6.7%. However, it has also been demonstrated that rents remain affordable at this higher level, with the new rent levels scoring well against the Joseph Roundtree Foundation (JRF) living rents model, and for the majority of Council tenants who are in receipt of benefits the increase in rent will be covered by an increase in the benefits they receive.

RESOLVED that the approach for rent and service charge setting for Council owned dwellings for financial year 2024/25 (as set out in this report) be approved.

## 164 HOUSING EMERGENCY IN CARDIFF

***Appendices 1, 2, 3 & 7 are not for publication as they contain exempt information of the description contained in paragraphs 14, 16 and 21 of Part 4 of Schedule 12A of the Local Government Act 1972.***

Cabinet received a report regarding the Housing Emergency in Cardiff, including the unprecedented pressures this is placing on homelessness services, as well as the steps already being taken to address these pressures. It was highlighted that record numbers of individuals and families are seeking help from homelessness services, putting unprecedented pressure on temporary accommodation.

The report proposed that, in future:

1. An 'intentionality homeless' decision is made where there is clear evidence that an applicant has deliberately made themselves homeless.
2. Offers of private rented accommodation are made outside the Cardiff area, in neighboring local authority areas, where appropriate.
3. Permanent offers of social housing are made anywhere in the city, removing areas of choice for homeless applicants on the Common Housing Waiting List.

The report also proposed a strategic approach to tackling the pressures on Cardiff's housing emergency, including:

- In the short-term, large-scale property purchase.
- In the Medium-term: the continuation of the meanwhile use of sites with the delivery of modular homes through the Cardiff Living Programme.
- In the long-term, the continuation of the permanent new build programmes (Cardiff Living, the additional build programme, and the Second Partnership) to deliver new, permanent council homes at scale.

It was highlighted that the proposed policy changes will be subject to a consultation process.

A confidential and public letter from the Community and Adult Services Scrutiny Committee was circulated.

*RESOLVED: that*

1. a consultation process on the proposed policy changes outlined in paragraphs 34, 39 and 40 of the report, including the consideration of intentionality in making homeless decisions, the removal of areas of choice for homeless applicants on the Common Housing Waiting List and offering private rented accommodation outside the city, in neighbouring local authority areas be undertaken.
2. final approval on implementing the changes under recommendation (i) above be delegated to the Corporate Director People and Communities in consultation with the Cabinet Member, Housing and Communities, following a full impact assessment and consultation with stakeholders.
3. in principle the acquisition of the property identified in Appendix 1 and the direct award of a new contract for the meanwhile modular delivery of temporary accommodation across the sites identified in Appendix 2 be noted and approved.
4. final approval of the acquisition of properties and direct award of the contract to Wates set out in recommendation (iii) above and any ancillary matters relating to it be delegated to the Corporate Director, People & Communities in consultation with the S.151 Officer, Legal Services and the Cabinet members for Housing & Communities and Finance, Modernisation and Performance subject to:
  - Approval of appropriate grant funding being secured from Welsh Government,
  - Agreement of Head of Terms for the proposed lease arrangements with Welsh Government and Cardiff & Vale Health Board for the sites identified in Appendix 2 and in relation to the property purchase identified in Appendix 1.
  - Confirmation of a suitable financial viability assessment for each of the sites.

- Confirmation that the decision does not result in commitments outside budget framework constraints.

## 165 DEVELOPMENT OF AN INDEPENDENT LIVING WELLBEING CENTRE

Cabinet received a report regarding proposals for the development of an Independent Living Wellbeing Centre to further the development of preventative services and to support independent living, as set out in the Council's Ageing Well Strategy.

The Independent Living and Wellbeing Centre comprise of two integrated and complimentary elements:

- The Joint Equipment Service stores and logistical operations including a new decontamination unit.
- A Multidisciplinary Hub for both health and social care services, including a new Smart House to demonstrate a range of technology, equipment and home adaptations and to facilitate training.

It was noted that the Independent Living Wellbeing Centre will address the critical need of the Joint Equipment Service, for a new building to support the statutory provision of medical equipment and continence products.

It was highlighted that, should the proposals for the development of the Independent Living Wellbeing Centre be approved in principle, the project will proceed to the detailed design stage. Final approval for the development will be subject to a Full Business Case and a further Cabinet Report.

RESOLVED: that

1. in principle the proposals for the development of an Independent Living Wellbeing Centre to provide sustainable premises for the Joint Equipment Service together with a new Smart House and multidisciplinary Wellbeing Hub, in line with the aims set out in the Ageing Well Strategy be approved.
2. Proceeding to the detailed design stage for the Independent Living and Wellbeing Centre be agreed, and it be noted that the full business case for the development will be the subject of a further Cabinet report.

## 166 REVIEW OF CARE HOME MARKET FOR OLDER PEOPLE AND THE APPROACH TO FEE SETTING FOR CARE AND SUPPORT SERVICES FOR 2024/5

***Appendices A, B and D of this report are not for publication as they contain confidential information pursuant to paragraph 16 of Part 4 of Schedule 12A to the Local Government Act 1972***

Cabinet considered a report seeking agreement for the approach to fee setting for care and support services for 2024/25, as well as the approach for the future commissioning of care home placements for older people. The report also sets out arrangements to strengthen quality assurance in the sector.

It was noted that the approach to fee setting, as well as the approach for the future commissioning of care home placements for older people, have been informed by a recent review of care homes for older people, the full details of which can be found in the appendices to the report.

It was highlighted that consultation has taken place with a variety of care providers to order to understand their current and future costs. Further consultation will be undertaken on the proposed fee uplifts which will inform decision-making in respect of fee increases for 2024/25.

A letter from the Community & Adult Services Scrutiny Committee was circulated.

RESOLVED: that

- 1) the findings of the review of care home placements for older people be noted.
- 2) work being done to improve to quality assurance for care homes for older people be noted.
- 3) the approach to fee setting for older people's care home placements for 2024-25 and other services commissioned by Adult Services be agreed, subject to further consultation with care providers and confirmation of the financial allocation through the budget setting process. The related decision-making authority in respect of the annual uplifts for care and support and the new standard cost of care rates for placements in care home for older people for 2024/25 be delegated to the Director of Adults, Housing and Communities in consultation with the Cabinet Member for Social Services (Adults) the Section 151 Officer and the Monitoring Officer.
- 4) the approach for the future commissioning of care home placements for older people, including a combination of approved provider and framework arrangements be agreed and the decision-making authority regarding any related procurement of services be delegated to the Director of Adults, Housing and Communities in consultation with the Cabinet Member for Social Services (Adults) the Section 151 Officer and the Director of Law and Governance.