



DINAS A SIR CAERDYDD
CITY AND COUNTY OF CARDIFF

COUNCIL SUMMONS

DYDD IAU, 21 MAI 2015

GWYS Y CYNGOR

THURSDAY, 21 MAY 2015,

Fe'ch gwysir I fynychu cyfarfod **CYNGOR SIR DINAS A SIR CAERDYDD**, a gynhelir yn Council Chamber - City Hall on Dydd Iau, 21 Mai 2015 at 5.00 pm I drafod y materion a nodir yn yr agenda atodedig.

MARIE ROSENTHAL
County Clerk & Monitoring Officer

County Hall
Cardiff
CF10 4UW

Date Not Specified

Promotion of equality and respect for others | Objectivity and propriety | Selflessness and stewardship
Integrity | Duty to uphold the law | Accountability and openness

<i>Item</i>		<i>Approx Time</i>	<i>Max Time Allotted</i>
1	Apologies for Absence		
2	Declarations of Interest <i>To receive declarations of interest (such declarations to be made in accordance with the Members' Code of Conduct)</i>		
3	Recording of Proceedings <i>To approve that the proceedings of the meeting be recorded.</i>		
4	To Elect the Lord Mayor of Council for 2015/16 <i>The Constitution provides that the Council will, at its Annual Meeting, elect the Lord Mayor of Council.</i> <i>Lord Mayor will address Council.</i>		
5	To Appoint the Deputy Lord Mayor of Council for 2015/16 <i>The Constitution provides that the Council will, at its Annual Meeting, appoint the Deputy Lord Mayor of Council.</i>		
6	Cofnodion <i>(Tudalennau 1 - 54)</i> <i>To approve as a correct record the minutes of the meeting held on 26 March 2015 as a correct record.</i>		
7	Lord Mayor's Announcements <i>To receive the Lord Mayor's announcements including Recognitions and Awards.</i>		
8	The Cardiff Undertaking for Councillors <i>(Tudalennau 55 - 56)</i> <i>Members to reaffirm their commitment to the principles in the Cardiff Undertaking.</i>		

9	<p>To Elect the Leader of the Council and Appoint Members of the Cabinet</p> <p><i>The Constitution provides that the election of the Leader and appointments to the Cabinet are made at Annual Council (where such election falls due).</i></p>		
10	<p>Leader's Announcements</p> <p><i>To receive any announcements from the Leader relating to the coming municipal year.</i></p>		
11	<p>Members' Schedule of Remuneration 2015/16 (Tudalennau 57 - 66)</p> <p><i>Report of the Chief Executive</i></p>		
12	<p>Establishment of Committees, their size, terms of reference and allocation of seats (Tudalennau 67 - 88)</p> <p><i>Report of the County Clerk & Monitoring Officer</i></p> <p><i>The Constitution provides that the Council will, at its Annual Meeting, decide any amendments to its standing committees for the municipal year, the size and terms of reference of those committees, and the allocation of seats to political groups in accordance with Section 17 of the Local Government and Housing Act 1989 rules relating to Political Balance.</i></p> <p><i>Please note that the Council is asked under this item to approve alternative arrangements to strict political proportionality for appointments to all committees which requires a Nem Con vote – that is a vote to approve without any dissention.</i></p>		
13	<p>Nomination of Members to Serve on each Committee established and Election of Chair and Deputy Chair (Tudalennau 89 - 94)</p> <p><i>Report of the County Clerk & Monitoring Officer</i></p> <p><i>The Constitution provides that the Council will, at its Annual Meeting, receive nominations of Members to serve on each committee, appoint to those committees, and also to elect a Chair and a Deputy Chair for each of those committees.</i></p>		

<p>14</p>	<p>Nominations of Members to Serve on Outside bodies <i>(Tudalennau 95 - 100)</i></p> <p><i>Report of the County Clerk & Monitoring Officer</i></p> <p><i>The Constitution provides that the Council will, at its Annual meeting, receive nominations of Members to serve on outside bodies and to appoint to those outside bodies except where appointment to those bodies has been delegated by the Council or is only exercisable by the Cabinet.</i></p>		
<p>15</p>	<p>Programme of Meetings 2015/16 <i>(Tudalennau 101 - 106)</i></p> <p><i>Report of the County Clerk & Monitoring Officer</i></p> <p><i>The Constitution provides that Council will, at its Annual meeting approve a programme of Ordinary meetings of the Council and its Committees.</i></p>		
<p>16</p>	<p>Urgent Business (if any)</p>		

THE COUNTY COUNCIL OF THE CITY & COUNTY OF CARDIFF

The County Council of the City & County of Cardiff met at County Hall, Cardiff on 26 March 2015 to transact the business set out in the Council summons date not specified.

Present: County Councillor Margaret Jones (Lord Mayor)

County Councillors Ali Ahmed, Manzoor Ahmed, Dilwar Ali, Aubrey, Bale, Bowden, Boyle, Bradbury, Bridges, Carter, Chaundy, Clark, Richard Cook, Cowan, Kirsty Davies, Chris Davis, De'Ath, Derbyshire, Elsmore, Evans, Ford, Gordon, Govier, Graham, Groves, Hinchey, Holden, Howells, Hudson, Hunt, Hyde, Javed, Keith Jones, Margaret Jones, Kelloway, Knight, Lent, Lomax, McEvoy, McGarry, McKerlich, Merry, Michael, Mitchell, Murphy, Parry, Patel, Phillips, David Rees, Dianne Rees, Robson, Sanders, Simmons, Stubbs, Thomas, Ben Thomas, Graham Thomas, Lynda Thorne, Walker, Walsh, Weaver, Craig Williams, Darren Williams and Woodman

160 : APOLOGIES FOR ABSENCE

Apologies were received from Councillor Burfoot, Ralph Cook, Goddard, Goodway, Joyce, Lloyd, Love, Magill, Marshall and Morgan,

161 : MINUTES

The minutes of the meeting held on 26 February 2015 were approved as a correct record and signed by the Chairperson, subject to the inclusion at Min No. 148 - the Declaration of Interest by Councillor Dilwar Ali as a Local Authority School Governor.

The minutes of the meeting held on 5 March 2015 were approved as a correct record and signed by the Chairperson.

162 : DECLARATIONS OF INTEREST

The Lord Mayor reminded Members of their responsibility under Article 10 of the Members' Code of Conduct to declare any interest, and to complete Personal Interest forms, at the commencement of the item of business.

The following declarations were made:

<u>Councillor</u>	<u>Item</u>	<u>Interest</u>
Councillor Woodman	Item 9	Personal Interest as Honorary President of Diverse Cymru who administer Direct Payments
Councillor Groves	Item 9	Personal Interest as a Direct Payment recipient relating to Direct Payments

In addition the Lord Mayor advised that Directors affected by the Pay Policy Item 10 have a pecuniary interest and will leave the meeting during consideration of this item.

163 : ANNOUNCEMENTS

Welcome

The Lord Mayor welcomed all visitors present in the gallery to the meeting.

Ewart Parkinson OBE

It was with great sadness that Members learnt that Ewart Parkinson OBE passed away on 9 March. The Lord Mayor attended his funeral on 20 March 2015 and has written to his widow Pat and family on behalf of the Council to express sincere condolences.

Many tributes have been paid from across the world of business, industry and politics to Ewart as an inspirational, creative and visionary town planner who was key to the transformation of Cardiff from the early 1960s. Ewart was appointed the first City Planning Officer for Cardiff in 1964, becoming Director of Environment and Planning for South Glamorgan in 1974 before retiring in 1985. He was awarded the OBE for voluntary and community services in Cardiff in the 2015 Queen's New Year's Honours. He was a truly remarkable individual that some Members and officers had the opportunity to work with and be inspired by.

Lord Lisvane

The Lord Mayor was delighted to host Lord Lisvane, Sir Richard Rogers at a very successful Member Chairing Skills event on 25 March 2015. Lord Lisvane former Clerk of the House of Commons and Chief Executive of the House Service was delighted to visit his home city and the City Hall which was built by his great great grandfather's company E Turner and Sons, along with many other civic buildings and the Cardiff Royal Infirmary. His portrait hangs behind the reception in the entrance hall.

Lord Mayor's Charity

The Lord Mayor thanked Councillor Dilwar Ali who had arranged a Lord Mayor's charity fundraising event on 28 March at Nahin Spice Centre, Caerphilly Road, Cardiff.

164 : PETITIONS

The following petitions were submitted:

Councillor Michael - 71 residents and 125 members of St Mellons Golf Club requesting prompt action to resolve the issue of illegally parked vehicles at Vaendre Lane/Close and the unauthorised road markings at Pascal Close and Fountain Lane;

Councillor Darren Williams – 75 signatures petitioning for the construction of a pedestrian crossing over Neville Street – suggested position being near Rawden Place.

Councillor Gordon - 170 adults and 30 Year 7 children from Fitzalan High School requesting speed cameras to be put on Ninian Park Road;

Councillor Dilwar Ali - 121 signatures petitioning for an increase in the No 35 bus service running from Gabalfa along Whitchurch Road. (I have sent a copy of this to Cardiff Bus);

165 : ORDER OF BUSINESS

A motion without notice under Council Procedure Rule 25 (a) (iii) to alter the order of business to consider Item 13 Notice of Motion 2 at this point was proposed by Councillor Hunt and seconded by Councillor Howells.

The Motion was Agreed

166 : NOTICE OF MOTION

(Councillors Bowden, Cowan, Holden, Robson and Sanders left the meeting during consideration of this item)

The Lord Mayor moved to Motion 2 and invited Councillor Thorne to propose the Notice of Motion and Councillor Weaver to second. No amendments had been received:

Cardiff is home to a large number of Somaliland people and Somaliland communities have lived here since the 1850s. They play a huge part in the life of the City and many have served honourably in the armed forces, NHS and the merchant navy.

Many Somaliland citizens remain concerned about the international status of Somaliland and are asking the Cardiff Council in its civic role as the Capital City of Wales and as part of its duties under the Equalities Act and as gesture of friendship to this Cardiff community to represent their concerns to the Commonwealth, UK and Welsh Governments.

As such this Council resolves to endorse the recognition of the Republic of Somaliland, which has now operated peacefully with democratic elections for nearly 25 years as an independent republic. We respect the UN concept that recognition should start with the Regional Government body but notes that the African Union has for many years failed to act on its own report recommending recognition.

We therefore call on the UK and Welsh Governments to recognise Somaliland as a sovereign state and in the meantime resolve to fully acknowledge the ties of friendship with Somaliland.

The Lord Mayor invited debate on Motion. Following the debate the motion was put to the vote and voting was as follows:

For (47)

Ali Ahmed, Manzoor Ahmed, Dilwar Ali, Aubrey, Bale, Bradbury, Carter, Chaundy, Clark, Richard Cook, Davies, Davis, De'Ath, Derbyshire, Elsmore, Evans, Ford, Gordon, Govier, Groves, Hinchey, Howells, Hunt, Hyde, Javed, Keith Jones, Knight, Lent, Lomax, McEvoy, McGarry, Merry, Mitchell, Murphy, Parry, Patel, Phillips, David Rees, Simmons, Stubbs, Ben Thomas, Thorne, Walsh, Weaver, White. Darren Williams and Woodman

Against (0)

Abstain (4)

Councillors Graham. McKerlich, Graham Thomas and Walker

167 : LORD MAYOR AND DEPUTY MAYOR ELECT

To consider nominations for the positions of Lord Mayor and Deputy Lord Mayor for the 2015/16 civic year.

Councillor Woodman proposed the nomination of Councillor David Walker as Lord Mayor elect. Councillor Jayne Cowan seconded the proposal.

Councillor Bale proposed the nomination of Councillor Dilwar Ali as Deputy Lord Mayor elect. Councillor Dianne Rees seconded the proposal.

RESOLVED – That the nominations of Councillor David Walker and Councillor Dilwar Ali for the positions of Lord Mayor elect and Deputy Lord Mayor elect respectively for the 2015/16 civic year, be approved.

168 : STATEMENT FROM LEADER OF THE COUNCIL

City Deal

The Chancellor of the Exchequer announced in his recent budget that the UK Government had formally entered into negotiations with the City of Cardiff Council over a City Deal for the region. This represented an exciting opportunity for Cardiff and the whole city region, with potential funding for a number of key infrastructure priorities including transportation, regeneration, housing and skills.

The detailed process of preparing a City Deal proposal, working with Welsh Government and local authority partners across the city region would now commence and it was expect to be in a position to submit a proposal to Central Government towards the end of this year.

Great Western Cities

A Great Western Cities event took place on 20 March, hosted by Business Insider, and attended by over 200 of the region's business leaders.

The Unleashing Metro Growth report published by the RSA City Growth Commission in October was clear that the Western corridor was one of the 6 powerhouse super-city regions upon which the UK economy relies. The Great Western Cities have a combined economic output of £58bn, larger than any other major conurbation in the UK outside London. The region also has a population of over 1.8 million and more graduates as a proportion of the working age population than any of the other UK urban area

This is an important initiative that complements our work with the Cardiff Capital City Region. We're working hard to create a great city-region here in South East Wales, and Bristol are doing the same in their city-region across the Severn. The Great Western Cities is about better connecting these two successful city-regions, working together to make the most of our shared natural assets, like the Severn Estuary, and creating a 'Western Powerhouse'.

This approach has been well-received by business leaders, with widespread agreement that it absolutely makes sense to work together on a number of key issues, particularly transport projects that can make a real difference to our area.

Super Connected Cities

Cardiff was announced as one of ten UK Super Connected Cities in 2012. A super connected city offers high-speed, high-quality seamless broadband, which is important if Cardiff is to be a leading destination for business and investment.

It is also important from a quality of life perspective. More than 150 public buildings now offer free Wi-Fi across Cardiff including two traveller sites, homeless hostels and residential homes. This is in addition to the Cardiff Bus network having enabled e-ticketing and Wi-Fi on bus services. Residents and visitors can also now access free Wi-Fi in the city centre and Cardiff Bay.

Progress has been further supported by the launch of Cardiff's own internet exchange last October, one of just four outside London, which reduces the cost and improves the speed of data access to businesses. It is already the third most successful in the UK behind London and Manchester. The Council has also already received over 600 applications for its Cardiff Connection vouchers from businesses and the third sector which provide grants of up to £3,000 to enable access to high speed broadband. Our success has led to officers supporting colleagues within Wales, including implementation of the scheme in the Cardiff City Region and the Swansea Bay Region, and in English Authorities, such as Bristol.

Power to Local People White Paper

The 'Devolution, Democracy and Delivery White Paper - Reforming Local Government: Power to Local People' is open for consultation, by the Welsh Government, until the 28th April 2015.

The White Paper is the Welsh Government's statement of intent about the future of local government in Wales and sets out proposals for reform in: local democracy; the

roles and remuneration of Elected Members and senior officers; community governance; community rights; corporate improvement and service performance; scrutiny, audit, inspection and regulation; and finance.

Over the coming weeks, the Council would be engaging with key stakeholders to shape a response to the White Paper proposals to ensure Cardiff is well-positioned to participate in any programme of change.

A number of questions were received from Members on the Leader's statement in relation to the City Deal and engagement with the public sector and Welsh Government; delivery across the city of the Super Connected Wi-Fi; the opportunity for Members to feed into the Cabinet Response to the Power to Local People White Paper in particular in relation to term limits.

169 : CORPORATE SERVICES & PERFORMANCE STATEMENT

Finance Update

Financial monitoring work continues as we approach the end of the financial year. The latest position shows a net improvement to the projected directorate positions of circa £250,000 despite a further worsening of the position in Children's Services of £537,000 since that reported at Month 9. This position reaffirms the statement at Month 9 that the Council is on target to achieve a balanced Outturn in 2014/15.

Performance

Performance and Improvement in key areas are being monitored through a series of Challenge Sessions which are now embedded into the 'business as usual' of the Council. These sessions are part of the cultural change that needs to take place and are being held to ensure that performance is debated as part of an honest conversation which helps us to understand the key issues faced by directorates in delivering their services. These conversations focus our collective attention on the key areas and have enabled a greater understanding of not only the issues and challenges that we face but also on determining the things that we need to do differently.

The management of our staff is a key area if we are to make the improvements that we have planned. Our ability to engage our staff during this time of significant change and challenge is vital. The Challenge Sessions are providing assurance that the Council's Personal Performance and Development Reviews (PPDRs) are taking place. Moreover that staff feel engaged and understand their contribution to service delivery and how their individual performance impacts on service delivery. As at the end of quarter 3 of the current financial year compliance figures for staff having had a PPDR and a six month review is 85.8% at of the 12th January 2015.

We are ensuring that we continue to improve our management of sickness absence. The Challenge Sessions are providing assurance that directorates are complying with the Attendance and Wellbeing Policy and that difficulties are highlighted and actions put in place to make the required improvements. As at the end of quarter 3 of the current financial year the sickness absence levels for the Council was 7.43 days

lost per person. The range being from 3.36 days lost per person (Democratic Services) to 12.48 days lost per person (Health & Social Care).
Property (Operational Estate)

The adoption of the Corporate Property Strategy by Council last November has enabled us to make significant progress in establishing a sound foundation and framework for the future management of the council's extensive operational property

The Asset Management Board, under the chairmanship of the Chief Executive, has been established to oversee the implementation of the strategy, provide leadership and clear direction in the management of the estate, coordinate major cross cutting property related initiatives, and work more closely with other public sector property owning organisations in the city to jointly explore opportunities for co-location of services, collaborative use of buildings, and to promote joint land assembly initiatives for development of sites.

Service Property Plans with each Service Area have been drafted, setting out Services' future property aspirations. These are now been refined and in future will become the principal means by which the council will coordinate its future property priorities and target future investment.

Human Resource

The Partnership for Change agreement was signed off as part of the Council's Final budget setting at Council on 26 February 2015. Some actions arising from this agreement include the Joint Partnership Board, a new Purchase of Additional Annual Leave scheme and policy, new ways of working and payroll rationalisation. Following agreement of Council last month the three new director posts have now been advertised with closing date of 8th April 2015. Member Appointment Committee's will then shortlist potential candidates with final interviews expected to be held late May.

Cardiff Manager training programme

Currently we have approximately 300 managers who are at various stages of the Cardiff Manager Programme. The programme is run jointly with Cardiff & Vale College and Cardiff Council Academy with part funding from Welsh Government. The purpose is to develop middle managers to a consistent level in the context of the changing environment of the Council and the budget pressures. The programme itself has 4 themes covering: Solving Problems & Making Decisions; Understanding Innovation & Change; Financial Skills in the Public Sector; and, Behavioural Change. Part of the programme includes the completion of assignments which could lead to a qualification.

C2C (Connect To Cardiff)

Cabinet Member has spent time with managers, supervisors and front line staff again this month to gain further understanding of operational issues, customer queries and talk about Council wide issues.

As of Monday 16th March C2C extended its opening hours from 8.30am – 5pm to 8.30am – 6pm Monday to Friday. Due to call volume growth over the last 3 years, the extra hour will mean that citizens that work will find it easier to contact C2C for assistance and will also be adding time to handle calls more effectively. This can be done at no additional cost to the Council and will have a positive impact on C2C's performance level. In the first week of the extended hours we have been able to handle an additional 346 calls whilst achieving our answer rate target of 93%.

The 24/7 Team based within Customer Services is currently developing a state of the art Category 1 Alarm Receiving Centre (ARC). The project team undertook a review of centres across Britain in order to understand best practice and pull together a model fit for the needs of Cardiff.

As part of the development of the service review, staff at all levels were consulted, including a number of sessions held at Litchfield Court & Loudon House where residents have also had a chance to comment on the new proposals. Development of the ARC and also the upgrades at the city wide blocks is well underway and “go live” is scheduled for July 2015.

Web – Cardiff, first Local Authority in Wales to get a 4 Star rating

On March 2nd The Society of Information Technology Management (Socitm) released their “Better Connected 2015” report. Cardiff has made significant improvements as a result of the web refresh project which delivered a new site in the summer of 2014, moving from a 1 star rating to a 4 star rating. Cardiff is the only Local Authority in Wales and one of only 34 Local Authorities in the UK to achieve 4 stars. For the first time Cardiff also made the top 20 for best developed websites.

Socitm also took the opportunity to use Cardiff as a case study and example of successful redesign.

The Cabinet Member responded to a comment made in relation to accommodation and support for staff working in C2C with the enhancement Alarm Receiving System.

170 : ENVIRONMENT STATEMENT

Apprenticeships

The Cabinet Member was delighted to report the creation of a new Apprenticeship Scheme that the Council has developed for Cardiff Harbour Authority and in conjunction with Welsh Government. The new Mechanical Engineering Apprenticeship will be for a four year term and linked to day release study leading to a Higher National Certificate in Mechanical Engineering award. This opportunity which is due to be advertised in early May will contribute to the Harbour Authorities overall succession plan and will also address the skills void that exists within the industry. The Mechanical Engineering Apprenticeship is one of three new Apprenticeship opportunities that will be introduced within this Cabinet Portfolio over the next twelve months, demonstrating, through the Parks, Sport & Harbour Authorities People Programme a clear commitment to employment opportunities, training and development.

Volunteering

The Cabinet Member also report a positive development in the area of volunteering within the Parks Service that recently saw the formation of a new and exciting partnership between the Council and the third sector in the form of a Volunteer Development Partnership Group. The Parks service already interacts extensively with third sector organisations and the groups Terms of Reference seek to strengthen and build on existing arrangements by providing a wider and more diverse range of opportunities for engagement, developing local campaigns and participating in national campaigns that promote environmental issues, enhancing opportunities for securing external funding and promoting and engendering a sense of ownership within local communities. The Cabinet Member will follow the progress of and outcomes from the work of the group with interest over the coming months.

Partnership Project with the RSPB 'Giving Nature a Home in Cardiff'

At previous Council meetings Members had been advised on the progress of the Council's partnership project with the RSPB, 'Giving Nature a Home in Cardiff'. The project is delivering free outreach sessions to all primary schools in Cardiff, together with a City Wide programme of events to help inspire thousands of children and their families to help look after Cardiff's wildlife. The initiative will be formally launched at the RHS Cardiff Show which is taking place from 17th - 19th April 2015.

Cardiff Pollinators Project

The Council will shortly be launching the Cardiff Pollinators Project, and a number of Ward Members have received a letter advising of changes to grassland maintenance regimes at 16 sites across the City. Britain's pollinators have been in decline in recent years and for a number of reasons including the use of pesticides, farming practice and the loss of wild flower meadows. The Cardiff Pollinators Project seeks to create new areas that increase the population of wild flowers, attracting pollinators, providing interest, habitats for bio-diversity and educational interest, also enabling the Council to make more effective use of its resources. Our commitment to this project is not insignificant and the changes being implemented during the forthcoming season will result in conversion to more informal maintenance regimes for a total area equating to 40 Senior Football pitches.

Sustainable Food City Status

On 17 March 2015, Cardiff was awarded Sustainable Food City status bronze award, recognising pioneering work promoting healthy and sustainable food.

Cardiff joins Brighton & Hove, the London Borough of Lambeth and Plymouth as an example of what motivated people can do to make healthy, sustainable and local food, a defining characteristic of where they live. Through a network of dedicated partners including Cardiff and Vale University Health Board, City of Cardiff Council, Cardiff University and WRAP Cymru, Cardiff is driving change at a city level and is working to tackle social, economic and environmental issues in the city.

Really Rubbish Campaign

To celebrate its 10th Anniversary year of operation the Really Rubbish Campaign to celebrate Yogi the national organisers and our very own Caddyman are going to celebrate with pupils of Albany Road Primary School which was the first school that signed up 10 years ago, well done to Albany Road and to all the schools engaged in this fantastic and engaging campaign. At the school we will “launch” the celebrations and the start of this year’s new competition, which despite all of the financial difficulties we have been able to maintain through working with Yogi this year to find an alternative competition sponsor.

A number of comments were received from Members on the Environment Statement in relation to the Cardiff Pollinators project, wild meadows and increasing bio-diversity and extending the project across the city; and concerns about the loss of valuable agricultural land and greenfields with the impact o the Local Development Plan.

171 : COMMUNITY DEVELOPMENT, CO-OPERATIVES & SOCIAL ENTERPRISE STATEMENTS

Neighbourhood Partnership Fund

The new Neighbourhood Partnership Fund will be open for applications from 1st April. The new Fund will be focussed on promoting health and wellbeing and is aimed at encouraging community participation in developing new service delivery models and community buildings.

This source of funding is really important for helping to assist communities in delivering services in different ways to previously and the Cabinet Member would welcome Members assistance in sharing this information through your networks so as many people apply as possible.

Sport Leisure & Culture

Welsh Banquets at Cardiff Castle were awarded the Best Overall Event and Dinner and Entertainment Venue in Britain by the leading tour operator, CIE Tours International. The award was given on the basis of customer feedback during 2014. The Guided Tour of Cardiff Castle also achieved an Award of Excellence for scoring an overall average client satisfaction rating of 90%. T he Castle faced stiff opposition from leading visitor attractions, hotels and venues nationwide.

The Cardiff Story Museum has been awarded the Highly Commended Award in the Best Leisure and Tourism Venue category in the Cardiff Life Awards.

More than 1,000 children will attend free school sessions during the Cardiff Children`s Literature Festival, which commenced on 24 March.

A number of comments were received from Members on the Cabinet Members statement in particular welcoming the Neighbourhood Partnership Fund and the

funding of community partnerships. A question was raised about the timescale for repair of the clock at Cardiff Council Clock tower.

172 : ORAL QUESTIONS

Lord Mayor advised that questions to the Cabinet Member, Education and Skills would be taken by Councillor Hinchey in Councillor Magill's absence.

QUESTION TO CABINET MEMBER, TRANSPORT, PLANNING & SUSTAINABILITY

Question: *County Councillor Aubrey*

Would the Cabinet Member describe the 150+ action points raised by the Inspectors at the LDP Examination as apocalyptic or merely catastrophic?

Reply: *County Councillor Patel*

I would respectfully suggest that the language used by Councillor Aubrey would better describe the previous Administration's failure to produce an adopted Plan and indeed produce a Plan that was so flawed that it had to be withdrawn before the Hearing Sessions.

I would call that apocalyptic

Supplementary Question: *County Councillor Aubrey*

I am unsurprised to discover that the Cabinet Member's complacency is as predictable as it is upsetting. We have 150 action points and I would urge Members to read through those action points and see that they are not just little drafting errors – they are absolutely fundamental and they are about areas where the plan has errors and areas where the plan completely ignores the evidence.

But, as I don't have time to ask you about all 150, I will ask you specifically about action point HS14.4. I am not alone in this chamber in having told you and previous Cabinet Members time and again that the e line to north-west Cardiff, is not a luxury – it is a non-negotiable part of delivering any sort of growth in the north-west of the city. Action point HS14.4 is the inspector telling you in no uncertain terms that I am right and I have been vindicated in that approach.

Will you now ensure – because this is a critical element – will you now ensure that we take the plan forward only on the basis that the Metro is fundamental and that the master plans absolutely reflect the delivery of the Metro is fundamental, it is not a luxury?

Reply: *County Councillor Patel*

As you are well aware, this is a partnership between us as a Local Authority and the Welsh Assembly Government; and the Welsh Assembly Government is leading on

this, and clearly we are working closely with them. Our ambition is certainly to introduce the Metro.

Supplementary Question: *County Councillor McKerlich*

I don't really want to talk about the last Local Development Plan – I'd rather talk about this one. I attended a lot of the hearings which took place and I was quite disconcerted to see that, at the ones I attended, none was attended either by a Senior Officer or by a Cabinet Member; and, had they done so, they would have found fairly stark evidence of some of the shortcomings of the Local Development Plan.

Have you yet been briefed or had a chance to look at the 150+ remarks and questions posed by the Planning Inspector, because many of them were put forward by the north-west Cardiff group, and the volume of these topics for further investigation and the nature of them must make you disconcerted by the original Local Development Plan you and your Officers submitted.

Reply: *County Councillor Patel*

What I can tell you is that it's standard practice for Inspectors to issue large numbers of action points at this stage of the process. Indeed, all recently adopted LDPs have followed this format, so this is nothing unusual and we will answer those questions as the Inspectors have asked us to do so.

QUESTION TO LEADER OF THE COUNCIL

Question: *County Councillor Graham Thomas*

Following last week's Budget Announcement about the City Deal for Cardiff, this appears to be our golden opportunity to secure the funding so desperately required to support the future transport requirements of the City Region. The biggest debate on the Local Development Plan proposals has focused around the lack of transport supporting such a huge expansion project. So please update us on the deal and what the plans are for this potential funding?

Reply: *County Councillor Bale*

I have stated previously in the Chamber, that the potential to secure a city deal presents a golden opportunity for Cardiff.

However we are at the start of the process of the development of a Cardiff City Deal and it will involve developing, in partnership with the UK and Welsh Governments, a more detailed proposition that includes agreed objectives for the deal.

It is also important to understand that the City Deal is not about developing a wish list of projects. Those projects that are funded will be required to meet strict criteria in terms of the economic uplift they will generate for Cardiff and the city region.

Whilst we would expect a fund to be developed that would support investment in transport infrastructure – and this is exactly what has taken place elsewhere – these issues are still to be determined.

Supplementary Question: *County Councillor Graham Thomas*

Of course, we do encourage these negotiations for the City Deal and we all hope that it bears the fruit that it promises. However, my question is not so much around the merits of the scheme, but more around what the intended use of the funds are; and we of course all assume that the intended use of those funds are for transport improvements, which you touched upon.

The north-west of Cardiff has long been identified as having the most problems to solve in terms of the LDP and the transport gaps therein – a point which has been raised time and time again at the independent examination hearings – and we're waiting for a response on that from the Council.

So, if you could just touch on whether the funds – you must have an intended use for the funds - and whether they will be for the transport - the north-west of Cardiff being the area that needs that investment the most.

Is this an ace up your sleeve or the get-out-of-jail-free card? Will this city deal solve the north-west Cardiff transport paradox?

Reply: *County Councillor Bale*

As I mentioned in my earlier reply, transport has been a really important part of those City Deals elsewhere. I can't give any guarantees or assurances – we really are at the start of some really intense and detailed negotiations. But I will say a very big thank you to the Officers in the Council and indeed other partners that have got us to this stage so far, and I think there is every intention on the part of this administration to make sure that we drive forward a scheme of projects that are beneficial not just to Cardiff but to the wider capital region.

Supplementary Question: *County Councillor McEvoy*

Last year when I brought up the issue of the proposed train line running through my ward, through housing, I was called a scaremongerer. I was called dishonest. I was said to be misleading people. Yet now, in this chamber, there are questions put to you about the completion of the Metro, Councillor Patel over there confirmed that the Council wants to go ahead with the Metro.

So, my question to you is what do we tell the people in my ward who are frightened a train line is going to go right through their properties?

Reply: *County Councillor Bale*

I'll just reiterate what I said to the previous Member. This deal is a fantastic opportunity for this city to develop infrastructure in a competitive environment – not just in the UK but internationally – and we will be doing everything we can as a Council to make sure that we put the case for investment and infrastructure, including

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transport, as part of any conclusion to the City Deal negotiations with both UK and Welsh Government.

QUESTION TO CHAIR OF PLANNING COMMITTEE

Question: *County Councillor Holden*

In recent months I have witnessed several developers blatantly flouting planning law and proceeding with developments before formal permission has been given. Under these circumstances do you have any plans to tighten enforcement to punish those who contravene planning law?

Reply: *County Councillor Michael*

The carrying out of development without the necessary planning permission is not a criminal offence, although the Council actively discourages the undertaking of unauthorised development. That the breach of planning control is resolved. A resolution to an enforcement

In considering enforcement action, the decisive issue should be whether the breach of planning control would unacceptably affect public amenity or the existing use of land and buildings meriting protection in the public interest. Enforcement action should be commensurate with the breach of planning control to which it relates and it is usually inappropriate to take formal enforcement action against a trivial or technical breach of control. The intention of enforcement action must be to remedy any effects of the breach of control, not to punish the party responsible for carrying out the breach. Nor should enforcement action be taken simply to regularise development for which permission has not been sought, but which is otherwise acceptable.

In summary, the purpose of the enforcement procedures within 'planning law' is not to punish those who contravene planning law, but to remedy unacceptable breaches. Accordingly it would not be proper for the Council to 'tighten enforcement' for the purpose to 'punish those who contravene planning law'. Planning enforcement officers do, however, promptly investigate alleged breaches and take action where required to remedy unacceptable breaches of planning control.

Supplementary Question: *County Councillor Holden*

Clearly, to me, it seems that if somebody tries to build something before they've got permission to build it, that doesn't seem the right way you should go about doing things. It should be that you get permission first.

Specifically I have been looking at some issues. The one that comes to mind in the last week is at Leckwith Allotments, there is building work going on without planning permission. I have identified this to Officers and I wonder if you might investigate this further.

Reply: *County Councillor Michael*

It won't surprise you that I will not discuss any personal breaches. I am not aware of the case. If you want to meet me I'll be happy to discuss it with you but till then, I am not aware of this case.

Not every development needs planning permission – some may be permitted development, I don't know. So what you think needs planning permission may not, but if you've got anything that you think needs my attention, please come forward.

QUESTION TO LEADER OF THE COUNCIL

Question: *Councillor McEvoy*

Does the Leader have full confidence in his Cabinet?

Reply: *County Councillor Bale*

Yes.

Supplementary Question *County Councillor McEvoy*

A very succinct answer.

The question really comes from the chaos that this city finds itself in and, as I said at the last meeting, the buck stops with you because you are the Leader. What I object to is, for example, three Councillors, according to the declaration of interests – three Cabinet Councillors – also work outside of the Council. If that is not correct then maybe the Councillor could clarify.

My question to the Leader is: how can you permit this?

Reply: *County Councillor Bale*

I am absolutely proud of the achievements of this administration.

This is a Council that is delivering in terms of a new transport interchange for this City. This is a Council that is delivering investment into new schools to give our children every possible chance in life.

This is an administration that is fighting to lobby for the best in terms of UK government, in terms of Welsh government for a City Deal.

That is not, to me, a part-time Cabinet – that is very much a full time Cabinet that is absolutely committed to getting the best deal for this city.

Supplementary Question: *County Councillor Holden*

Obviously, you have a wide Cabinet, some of whom produce lots of reports – and I welcome those, especially from Councillor Derbyshire.

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Would you consider making it mandatory that your Cabinet produce a report each month? Because, obviously, they're working on things and it would do well for the Council to be aware of those things that they're working on as a statement each month as we come to Council.

Reply: *County Councillor Bale*

I am happy to meet with the Member to discuss his ideas in terms of how we can improve democracy in the Council at any times. By all means, please come and see me.

QUESTION TO CABINET MEMBER, EDUCATION & SKILLS

Question: from County Councillor Darren Williams

Could you please give an update on the latest developments with regard to the proposed starter class at Ninian Park for a new Welsh Medium school in the 'Four Wards' area?"

Reply: *County Councillor Hinchey*

Decisions have now been made regarding the management of the additional Welsh-medium places to serve the Grangetown area for September 2015. This is to be located in the classroom accommodation that previously housed Ysgol Tan Yr Eos.

Consultation regarding the permanent arrangements for both Welsh-medium and English-medium primary places will take place during the summer term where information regarding the proposals to open a new Welsh Medium starter class from September 2016 will be included.

Supplementary Question: *County Councillor Darren Williams*

Given that there has been a degree of uncertainty about the temporary provision for Welsh-medium education, what assurances can you give parents of pupils who will be starting classes in the autumn that they will have information about the updated options open to them in plenty of time for them to make an informed choice? Also, given that the plan is for the permanent Welsh-medium school to have nursery education tied into it, are there plans for nursery provision in the temporary school as well?

Reply: *County Councillor Hinchey*

I am fairly sure that we have communications drafted that we can produce for you to give you those assurances. I'll certainly pass those comments on to Councillor Magill and get those across to you.

QUESTION TO CABINET MEMBER, ENVIRONMENT

Question: *from County Councillor Bridges*

Under your proposals to reduce the number of stockists for green bags, why have you chosen to make Gabalfa and Penylan the only wards in the city with no stockists of green bags within the ward boundary?

Reply: *County Councillor Derbyshire*

Cardiff is one of the few Local Authorities that provide recycling bags and food liners for free to their residents. Unfortunately this service is being taken advantage of by residents outside the authority boundary which is unfair for the rate payer of Cardiff. It is therefore important that we identify local stockists that can ensure the provision of free bags to Cardiff residents.

Green bags can be sourced from over 100 outlets across Cardiff and can be requested online or over the phone for delivery to the door. We are also reinstating direct delivery from the collection fleet vehicles to alleviate the need for more stockists.

I am happy to work with ward members to identify other local solutions where feasible with secure areas to provide.

Supplementary Question: *County Councillor Bridges*

Well, I can only say that the Cabinet Member has made no effort to answer the question that I actually put to him, which was as to why it is that Gabalfa ward and Penylan ward have no local stockist within their ward boundaries. I am aware from other Councillors that there are problems in other areas – I know Adamsdown, Roath Library is closed at the moment and in Heath, Jubilee Gardens Community Centre is about to be closed so there are problems in other areas.

Given this, I would have hoped that the Cabinet Member might have actually engaged with the problem that I identified.

I would like an assurance from him that he will make sure that every ward – every ward – in this city has one stockist in the area that residents can go to for green bags. I think it is absolutely fundamental, otherwise you are never going to hit your recycling targets and residents are never going to want to engage in recycling if they cannot have a stockist within walking distance.

Reply: *County Councillor Derbyshire*

I'm afraid you didn't listen to my answer if you think I didn't answer you. I did answer you. I pointed out that, apart from the outlets, that's not the only place that you can get green bags – you can ask for them over the phone, you can go over the internet and also what I did say to you very clearly just now was that we intend to bring back the delivery on the refuse vehicles so when your residents, and all other residents, run out of a bag, the tag will go out, they will be supplied with another roll.

Supplementary Question: *County Councillor Gordon*

I am pleased to hear that eventually the bags will be available on the delivery vehicles because I just want to say that Riverside ward is also another ward where we don't have any local stockists within the ward, and the corner shops that did have them before always had them under the counter, as it were, for the genuine local people who they knew weren't going to waste them or take them out of the area. I do want to make a point about the difficulty that particularly older people have about going online, which often isn't an option for them, but also even using the phone. When you phone Connect to Cardiff, you have the different options and when you've got a hearing problem, it is extremely difficult. So I really think we've just got to be sensitive to the fact that it isn't a very good option for people to get new bags. And I would like to say that we've got local shops to have them back again in Riverside and I'll come and talk to you about this.

Reply: *County Councillor Derbyshire*

I think you've also answered Councillor Bridges' question about the only ward because Riverside have just said that they also don't have any. So it just goes to show that we're not penalising your ward in particular, Councillor Bridges.

What I would say is just to re-emphasise the point: I'm more than happy at any time to speak to any local Councillors. If they can come along with some good suggestions about where we can securely keep those and I can be confident that those stores will only provide them to the residents who need them, I'm more than happy to discuss it.

QUESTION TO LEADER OF THE COUNCIL

Question: *County Councillor Craig Williams*

Will you outline your view of the City Deal on offer to Cardiff following the UK Government budget, and what role do you see for the private sector within it?

Reply: *County Councillor Bale*

Whilst last week's announcement is encouraging it is important to note that we have yet to see the details. This Labour led Council has been working since the summer to secure this deal and it represents a significant opportunity for our city and has the potential to result in a step change in infrastructure investment for Cardiff.

The private sector has played a role in supporting other local authorities in delivering city deals throughout the UK. We do not think this will be any different in Cardiff and we will ensure that the business community is engaged in the process.

Supplementary Question: *County Councillor Craig Williams*

I'm more than happy to be generous in our paying tribute to the Officers of this Council and indeed the Leader himself. My generosity is pushed a bit when he says

he's done it single-handedly, but I will say that I think it's important to re-emphasise that point about the private sector and really getting them in.

We have got the Ministers coming down to Cardiff tomorrow, to meet with the private sector to discuss the opening negotiations that are going to start now. It is a long process but this could be really game changing for Cardiff – as much as the Cardiff Bay Corporation did. So I really want the Leader to reach out and engage the private sector and really deliver a City Deal that Cardiff can be proud of.

Reply: *County Councillor Bale*

I think it is important to take on board the views of the private sector. As I said earlier, the profiling of schemes is the result of some extended negotiations at government level and, obviously, we have to take on board other partners as well – not least local authorities in the region that want to be involved in this process as well. So I take on board your comments, and I'm sure that we'll be having many more communications not just with the business community, but actually also your own Committee about how we make the most of this opportunity for the city and the wider region.

Supplementary Question: *County Councillor Cowan*

Speaking in Cardiff the day after the budget statement, your party leader Ed Miliband said of the proposed City Deal, and I quote, "It is, frankly, window dressing and I don't think people will buy it." Why is that? Is it because he sees it more Primark than Prada?

Reply: *County Councillor Bale*

I'm not sure I quite get the question Councillor Cowan, but what was very clear and what I indicated in my earlier answer, was that you have got a great opportunity here; and I think from the City Deals that have been struck to date, there is a clear benefit for us to working with partners outside of Wales, particularly when we can attract additional investment into Wales outside the Barnett formula when we are seeing the impact of austerity cuts on revenue budgets

QUESTION TO LEADER OF THE COUNCIL

Question: *County Councillor Cowan*

You have welcomed the budget announcement by Chancellor George Osborne that a future Conservative Government will look seriously at offering Wales a Cardiff City deal.

Why, as Welsh Liberal Democrat Leader, Kirsty Williams, told Sunday Politics was it necessary to go above the Labour controlled Cardiff Council to secure the announcement?

Reply: *County Councillor Bale*

I want to be clear that these deals are between cities and Government.

Be under no illusion therefore that the opening up of these negotiations has been the result of the work of the political and officer leadership of the City Council, working in partnership with the Welsh and UK Governments.

Given the transformational impact this could have on Cardiff – and on the whole city region – I would hope that the whole chamber get behind our efforts to secure a City Deal, and I can assure you that this administration will fight hard to secure a deal.

Supplementary Question: *County Councillor Cowan*

Do you think the obvious division in the Labour group could jeopardise the start of the City Deal?

Reply: *County Councillor Bale*

What would jeopardise a deal are comments such as you've put in this question by the Leader of the Welsh Liberal Democrats, who I have to say has never met with me, has never discussed anything to do with the City Deal during my time in post. And, we had an administration in Cardiff – a Liberal Democrat administration – for eight years that didn't make any progress on this, either.

So I'm quite comfortable that we are doing everything possible to get the best deal possible for Cardiff.

Supplementary Question: *County Councillor Aubrey*

I'm delighted that Councillor Bale has broken the Council's long-standing record for most numbers of repeats of the same answer to the same question – your soundbite training is excellent.

In your previous answer you mentioned my question which is we have - as Councillor Bridges points out in his later question - a Council which we're not entirely certain of its name; we're not entirely certain what area it covers because it wants to cover different areas; there's also a capital city region; and there's also various other things.

I think the big question I have at the moment is I am not surprised at all it is central government that are announcing this deal and I'm not surprised at all that they haven't talked to you about it, because what I would like to know is who on earth is representing Cardiff and who on earth is actually going to actually have this deal?

Reply: *County Councillor Bale*

I don't think the Councillor was actually listening to what I said at the start which is that these deals are intrinsically about negotiations between a city and the central government, and that's exactly what we're doing here – it's no different to anywhere else. As I said, I've not come across any involvement or engagement from the Leader of your party in Wales. If they wanted to engage with me then I'm more than happy to have those conversations.

QUESTION TO LEADER OF THE COUNCIL

Question: *from County Councillor McEvoy*

Does the Leader support an elected Mayor?

Reply: *County Councillor Bale*

Whilst I believe that leadership is more important than leadership arrangements, this is ultimately a matter for the people of Cardiff.

We currently have a Leader and Cabinet model that allows the Council to benefit from the energy, experience and views of an entire Cabinet. This also allows for clear lines of accountability for different aspects of service delivery.

Supplementary Question: *County Councillor McEvoy*

I'm just wondering whether the Leader thinks that his legacy will be an elected Mayor for Cardiff in 2017.

Reply: *County Councillor Bale*

I think, as I said, everybody is entitled to their views in terms of an elected Mayor structure. We've seen very clearly, in fact, that across the UK when there have been referendums, overwhelmingly the public have said that they don't want that model.

As I said, I'm more than happy to be tried and tested on my record in the next election, as well, so I'm not too concerned about an elected Mayor model coming into the mix at that time.

Supplementary Question: *County Councillor Govier*

Does the Leader agree with me that the introduction of elected Mayors by a Labour Government was one of the most significant contributions to representative local government in this country? And does he agree that the most important thing is that local people are given the right to choose whether they want an elected Mayor or not? Therefore, will he commit to supporting us with an early referendum so that Cardiff people are given that choice?

Reply: *County Councillor Bale*

What I would agree with in that question is that people have to decide and choose what model they want. And I haven't come across any groundswell of opinion in terms of Cardiff in terms of searching for a different model of governance in this city. If you've got evidence to the contrary, then by all means bring that forward.

QUESTION TO CABINET MEMBER, CORPORATE SERVICES & PERFORMANCE
PORTFOLIO

Question: *County Councillor Dilwar Ali*

Can you confirm how much it cost Cardiff Council for the Extraordinary Council meeting which was held on 5th March?

Reply: *County Councillor Hinchey*

We do not have actual costs of this Extraordinary Meeting, although I would estimate that it was around £1000.

However in my opinion the real cost of this meeting was an opportunity cost with senior Members and Officers being required to divert their time and energy away from working towards making Cardiff a better place.

Supplementary Question: *County Councillor Dilwar Ali*

Was this extraordinary meeting necessary to hold and at the heavy cost to this Council?

Reply: *County Councillor Hinchey*

Definitely “no”.

Supplementary Question: *County Councillor McKerlich*

Given what happened at the budget meeting, for an opposition not to attempt to pass the motion of no confidence would have been a sign that they were not capable or worthy of doing the job. If you are proceeding to find out what it cost in financial terms to run the meeting, I hope you will add to that figure the much greater figure of how much it cost in extra expenditure over your original budget to buy off your backbench opposition.

Reply: *County Councillor Hinchey*

I would not agree with you, obviously. The comments you made I wouldn't like to respond to and you wouldn't expect me to in that regard.

I would say that the vote took place, it was a democratic vote. I think, now you've given me the opportunity to comment on the budget, I make no apologies for the couple of hours extra we took to get a budget through. What we should concentrate on is the fact that, given the consultation period and the issues that were raised, I think we did an extremely good job, and I commend Councillors across all parties coming forward with alternatives – I think that's healthy, I think that's what the Cardiff citizens want, we did what we were here to do – we passed the budget. The extraordinary meeting afterwards – I'm sorry, I can't agree that was a worthwhile time.

QUESTION TO CABINET MEMBER, EDUCATION & SKILLS

Question: *County Councillor Clark*

Does the Cabinet Member for Education and Skills believe that school governing bodies are fully responsible for head teacher appointment decisions?

Reply: *County Councillor Hinchey*

The Governing Body of a school has a range of staffing powers and employment law responsibilities. The Staffing Regulations determine the role and responsibilities of governors in respect of the appointment of Head teachers and deputy Head teachers. The governing body always leads the process of making permanent appointments to Head teacher or deputy Head teacher posts.

The Director of Education, or his or her representative, is entitled to give advice and attend the appointment proceedings and the governing body must consider this advice before making a decision.

Supplementary Question: *County Councillor Clark*

As you say, the Local Education Authority (LEA) does have a key role in the appointment of Head teachers and it's not only the responsibility of the governing body. And, as you say, if the authority makes written representations to the head teacher selection panel that any applicant is not a suitable person for the appointment, the panel must not recommend that person to the governing body for appointment unless the panel has taken proper account of those representations.

Can you assure the Council that the LEA has always discharged its duties in this area?

Reply: *County Councillor Hinchey*

I can give Councillor Clark that assurance.

QUESTION TO CABINET MEMBER, EDUCATION & SKILLS

Question: *County Councillor Dianne Rees*

Band B projects which were agreed in the 21st Century bid to Welsh Government in December 2011 are now being dropped. I understand that the original proposals were for expansion and/or upgrade of dilapidated premises at 12 schools, mostly primary but two secondary and that those schools and their governing bodies were expecting the work to be funded in the next tranche of 21st Century projects. Those plans are now recommended for deferral and you are proposing to replace those twelve projects with six new build projects which were nowhere to be seen in the first applications.

Can you explain the reasons for the proposed changes, why there is a preponderance of faith schools (Church in Wales and RC) in the schools which have

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been removed from the Band B list and whether this causes you concern and what evidence do you have that amalgamating the two Ely schools on one site will drive up standards when this policy has not worked to date in Eastern High School?

Reply: *County Councillor Hinchey*

The majority of school projects that were removed from band A were specific to providing nursery places. The remainder were to address suitability issues. Whilst the Council has a statutory duty to be able to offer a sufficiency of nursery places, nursery provision is non-denominational and admissions to nurseries work on a different model to primary admissions.

There was no deliberate decision to remove faith settings from the list rather a focus was placed on how to best resolve the strategic issues.

These issues include improving educational standards, capacity issues specific to each area and the costs associated with the different ways that these could be resolved.

Secondary school provision in Ely/Caerau area benefits from previous years of federation between the two schools with evidence of positive integration of some year groups to date. This is being built upon and would continue to be extended if the proposed transfer of both schools to one site is able to progress to implementation. Clearly this would provide a good basis for further integration should the proposed new school proceed.

Supplementary Question: *County Councillor Dianne Rees*

The delayed projects included expansions to St Paul's, St Patrick's RC, Christ the King RC Secondary, St Mary the Virgin Church In Wales, Ninian Park, Oakfield, Meadow Lane, and Herbert Thompson Primary School, Corpus Christi Roman Catholic Secondary School, and also an upgrade of Willows High is put on the backburner.

My question is: why is it that faith schools are in demand, particularly with the influx of Eastern European immigrants, so how can the Council argue that the schools were dropped because of a sufficiency of school places?

Reply: *County Councillor Hinchey*

I wouldn't argue the point with Councillor Rees that increased demand is there – that is fairly obvious. I am sure that Councillor Magill would happily sit down with her when she returns and go through some of the other issues that you've raised.

QUESTION TO CABINET MEMBER, HEALTH, HOUSING & WELLBEING

Question: *County Councillor Sanders*

In the amended budget for next year budget line 98 within Health and Social Care states there is a plan to reorganise the way community meals are delivered with proposed savings quoted as £75k.

How many residents are currently in receipt of these meals on wheels?

Which wards are they in?

How many have had their need for such meals reviewed in the last three months? If this isn't all of them when will these reviews be completed?

How many residents identified as needing these meals on wheels will need to leave their homes for an alternative arrangement due to the reorganisation?

Will the cabinet member give an assurance that each resident identified as requiring this provision has an alternative meal provision that adequately meets that identified need?

Reply: *County Councillor Elsmore*

Thank you, Councillor Sanders for your question, which rather skilfully gets in more than one. I know we both share a passion for an inclusive Cardiff that supports people in vulnerable situations.

Turning to the detail of your question.

A total of 190 individuals currently receive community meals. I cannot provide a division by wards. What I can say, however, is the runs are undertaken by the service as follows:

To Ely North -29
To Gabalfa -29
To Llanishen -28
To Rhiwbina – 26
To Grangetown -27
To Llanrumney- 25
To Roath -26

In terms of reviews, as you know, the Health & Social Care directorate conduct reviews in a holistic way extending to the whole person, which includes the provision of community meals.

Until the reviews are undertaken, it is not easy to predict the numbers who will require particular solutions. However, it is anticipated that a number will continue to need meal provision within their own homes, as they would find it difficult to access community options. The current solutions for these individuals would include commissioning lunch provision as part of their domiciliary care package or supporting

them to purchase delivered meals from an organisation such as Wiltshire Farm Foods.

Alongside this, the directorate is working in partnership with Age Connects Cardiff, who are mapping/developing community and volunteer schemes which can support older people in a range of ways. Some more creative opportunities are also being explored, e.g. a 'casserole club' model – neighbours willing to prepare a cooked meal for an isolated vulnerable person – which has been tried and tested elsewhere. Where either the provision of meals or support to access meals is confirmed as an eligible need, I am pleased to give the assurance requested. Moreover, the directorate guarantees the necessary arrangements will be in place prior to these changes occurring. The reviews will take place over the next 6 months, by which time a clearer picture will emerge about the range of needs and requirements of individuals, as well as giving time to ensure the alternative opportunities are in place.

Supplementary Question: *County Councillor Sanders*

Thank you for that response, which doesn't really reassure me but anyway... I think I'm right in thinking that this service will be reorganised from the 1st of April, so if there are some residents who at the moment are yet to have a review in the holistic way as you describe, my concern is – and particularly, as we know, there is an increase in residents with a dementia-spectrum diagnosis across the city and that's ever-increasing – the assurance I'm seeking is that those residents who, from April onwards, haven't yet had a review won't be known if there is some potential withdrawal of that hot meal during the day.

Reply: *County Councillor Elsmore*

Let me be absolutely specific in the reassurance: the reviews come first. No services will be impacted in relation to individuals until a review has been completed.

Supplementary Question: *County Councillor Carter*

I welcome the prospect of a review to look at this service and see where improvements can be made.

Clearly, no service should stand still and this shouldn't be exempt from that. But I think myself and others on CAASC have been concerned about getting the saving but making sure that services are maintained and that people have a greater choice and are supported. I'm conscious that this is not just about meals – it's about human interaction.

Can you assure me that, during this review, service users or at least representatives of those service users will be consulted to make sure that people don't lose out in terms of eligibility and that human interaction and socialisation?

Reply: *County Councillor Elsmore*

You make very valid points in relation to the review, in relation to community meals. You're right – no service can stand still. The reviews will very much be looking at

individually tailored solutions which will be linking people much more to their communities. In terms of ameliorating social isolation, that's going to be key.

QUESTION TO CABINET MEMBER, ENVIRONMENT

Question: *County Councillor McEvoy*

How much does Cardiff face in fines in 2014-2015 due to recycling issues?

Reply: *County Councillor Derbyshire*

As it stands, Cardiff does not face any fines for 2014/15, though the results will not be known until later this financial year.

Supplementary Question: *County Councillor McEvoy*

The answer seemed to be a bit of a contradiction there. You said at the moment we don't face any fines even though one of your officers saying we face £3.4m in fines. So, how much do we really face?

What I'm asking you to do is to confirm in public, as the person who closed – or agrees with closing Waungron – confirm in public that we face £3.4m in fines at the end of this year.

Reply: *County Councillor Derbyshire*

I've given you the answer. It's in public so that is your answer

QUESTION TO CABINET MEMBER, ENVIRONMENT

Question: *County Councillor Dilwar Ali*

I was really shocked at the dog attack which took place on Friday, 20 March, when a 64-year-old woman in Ely died as a result of her injuries. My thoughts and condolences are with the family. This dog attack brings the total of deaths caused by dog attacks to 29 in the UK – 16 children and 13 adults. I remain of the opinion that Dog Control Notices, as in use Scotland and Northern Ireland, ought to be introduced in Wales. Please can you give me an update?

Reply: *County Councillor Derbyshire*

Firstly on behalf of the Council we offer our sincere condolences to the family and friends of Mrs Greve at this very difficult time.

I can confirm that the Council fully supported the original proposals developed during the consultation on the Control of Dogs Wales Bill, including the use of Dog Control Notices.

I can assure Councillor Ali that we will continue to work with partners such as the Police to utilise the powers contained in the new Anti-social Behaviour, Crime and

Policing Act 2014 to try and minimise as far as possible the impact of irresponsible dog ownership on our communities. One further option under consideration is “public space protection orders” for dog controls and these powers are being reviewed under our neighbourhood services work.

Supplementary Question: *County Councillor Dilwar Ali*

Can you confirm any response received from Welsh Government on the control of dangerous dogs in Cardiff reports by this Council?

How many more lives must be lost before effective action is taken by this Council and Welsh Government?

Reply: *County Councillor Derbyshire*

I fully understand your concerns and, obviously, we can only do what we can do in terms of putting this forward. But I can assure you we are working hard as I know you are to try and make some progress on this. You made the point very clearly in your question, people are being very seriously maimed and injured, and people are dying as a result of dangerous dogs. And I've always said it's usually the owners rather than the dogs that we have to blame for this – let's be realistic about it. We will continue to work and continue to support what you're trying to do to try and make some progress.

Supplementary Question: *County Councillor Boyle*

The control of dogs in parks, particularly small enclosed parks, is a live topic in parts of Penylan, and the enforcement of appropriate dog walking depends upon proper enforcement by park rangers.

How does the reduced budget for park rangers put that proper enforcement under threat?

Reply: *County Councillor Derbyshire*

It does make life more difficult. I won't make any bones about it. I've never said at any stage that by losing park rangers it isn't going to have any impact at all on Council services – of course it will. We have to accept that. I did it with a very heavy heart. I went back to my officers time and time again to ask “can we justify cutting the number of park rangers?”

The problem is we had to make significant savings, and we all know the reasons why – I don't have to reiterate them but I will, just in case there's anybody out here who doesn't understand it. The national government have imposed very serious cuts all around the UK and we have to do something about it, unfortunately, as a Council because those cuts have been passed on to us. That's the difficulty we face and that's where we are.

QUESTION TO CABINET MEMBER, EDUCATION AND SKILLS

Question: *from County Councillor Bowden*

As we know, Governors in Cardiff schools play a vital part in the leadership of a school and need to be able to provide support and challenge. There is currently no course on the programme of Governor Training specifically on the role of being 'a critical friend'. Given the increased expectations of Governors by the LA and WG why is there no specific training provided on this important subject?

Reply: *County Councillor Hinchey*

One of the key roles of a School Governor is to act as a 'critical friend' to the Head teacher and other members of the school management team.

This role is picked up in a number of the training courses currently on offer to Cardiff Governors including the induction course for new governors and the mandatory training course on Understanding Data.

These courses highlight the sort of questions a governor should be asking the Head and senior management about pupil performance.

The future Training Programme is being updated and this aspect of the role of Governors will be included in the future Programme.

Supplementary Question: *from County Councillor Bowden*

When I've looked on the Governors Wales website and I've met with the review team of Governors Wales this week, one of the areas that we talked about was critical-friend training. There is training material on the Governors Wales website and I don't see why this could not be used to form the basis of a training course specifically on being the critical friend, and I wonder if we could pass this back for education to consider?

Reply: *County Councillor Hinchey*

I would agree with Councillor Bowden that updating and reviewing the governors training programme, as I said, is underway and we'll certainly take that comment on board. It's vitally important that governors feel comfortable to be able to question and be the critical friend of head teachers and fellow governors as well. The most important thing of a governing body meeting, as many of us will agree, is to have that openness and to have communication channels open so that everybody can participate in an open and trustworthy manner.

Supplementary Question: *County Councillor Cowan*

At the Constitution Committee recently, there was discussion of the formation of a governing-body panel, which will discuss nominations for Local Education Authority (LEA) Governors, and I know there was much discussion at the Committee because I was actually there.

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I understand that every governor through that panel will have to have the DBS check. But I'm just wondering what we as a Council can do, because I think there is very much a differentiation between LEA governors and co-opted governors and community governors. I think every governor needs to be treated the same. I'm pleased to see you're nodding, Graham.

I'm just wondering what we as a Council can do just to write to the schools to see if they will adopt the same approach that the Council have to make sure that everyone has these checks because it's not fair to sit around a table at a governing-body meeting where the LA representatives have had the checks and the community and the other governors don't have those checks. Perhaps you can share your view on that.

Reply: *County Councillor Hinchey*

It won't be a surprise to you because we had this discussion just a few days ago. Yes, I think the panel is certainly supporting that enhanced DBS checks for all LA governors take place. And I think that's a good thing, given the current climate we're in, unfortunately.

What we will be encouraging is that panel to also widen out that LEA DBS check to other governors co-opted and other parties. I think if it's proper to us as LEA governors, the difficulties and security issues around other governors is obvious. So, yes, I would agree that it should be widened and that the LEA should be writing and encouraging other governors to do that.

QUESTION TO CABINET MEMBER, EDUCATION AND SKILLS

Question: *County Councillor Woodman*

How is the amount of time that a school can utilise for Educational Psychologists to work with children as necessary, calculated for each school each year? If that amount of time allocated to each school is fully used up before the end of the school year, how does a school get further Educational Psychologist time for the children that require their help?

Reply: *County Councillor Hinchey*

Cardiff schools have access to a comprehensive Educational Psychology Service and are allocated an amount of time from the service at the start of each financial year.

The distribution between schools is based upon the following factors;

- Number of pupils on roll
- % of pupils eligible for Free School Meals
- Number of pupils in receipt of a Statement of Special Educational Needs

Schools, with their attached Education Psychologist, plan the utilisation of the time allocated to the school.

Over and above the schools allocation, the Educational Psychology Service has a small amount of contingency time which is used to manage situations where there is exceptional need and may require an additional visit.

A review of the visits provided to each school is undertaken at the end of the academic year.

If a school requires additional support they should contact their attached EP directly.

QUESTION TO CABINET MEMBER, ENVIRONMENT

Question: *County Councillor Dianne Rees*

In recent weeks I have received a large number of complaints from residents who have noticed a huge increase in the amount of litter in the outlying suburbs of the City and roads and lanes leading into the City. Grass verges and hedges are strewn with plastic bags, fast food cartons, cans and general detritus which has accumulated over the winter and is not being cleared by scheduled street cleansing in outer areas. What are your plans to deal with this serious issue which reflects very badly on Cardiff?

Reply: *County Councillor Derbyshire*

Routes into the city require appropriate traffic management measures to be put in place so that staff undertaking highway maintenance activities, including cleansing, can do so in a safe environment.

The maintenance work must therefore be scheduled periodically, which limits the frequency with which routes can be cleansed. The next schedule is due to commence in the new financial year and an improvement in cleanliness will be seen over the following months.

The responsibility of the trunk roads cleansing and maintenance is the Welsh Government's who delegate it to their agent SWTRA – the South Wales Trunk Road Agency, who commission Councils to cleanse these routes on its behalf, only twice per year.

Supplementary Question: *County Councillor Dianne Rees*

This is a problem that happens every spring. This is something that becomes perfectly obvious and you will have seen letters in the South Wales Echo about this matter. I've been bombarded with complaints from people about the Eastern Avenue, about tires that remain cast off in the central reservation, about the build-up of rubbish, and I would ask you not to just complacently accept that this is the position but to actually try to activate so that, next year, the same thing does not happen again and that we don't have this annual build-up of rubbish, which looks disgraceful when you enter the city, and it is particularly bad coming from the east – it really is bad.

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Reply: *County Councillor Derbyshire*

I do get a little frustrate with this issue simply because, if people didn't drop the litter in the first place, we wouldn't have an issue to worry about, would we? And we could get on and worry about things that would be a much more important use of Officer time. But there we are – we are where we are.

Just to point out to you – you said about trying to do more, we have made representations to Welsh Government to ensure greater frequency of cleansing on a number of routes leading into the city in the past, up to three or four times a year, but so far the Welsh Government say that they can't afford it.

QUESTION TO CABINET MEMBER TRANSPORT, PLANNING & SUSTAINABILITY

Question: *County Councillor Robson*

In recent days the Cardiff Business Council has put forward innovative ideas for a seaplane service and cable cars which would assist with improving transport links with neighbouring authorities. Do these ideas suggest that the Metro is not going to get off the ground?

Reply: *County Councillor Patel*

In the current climate, the Council's absolute priority has to be the development of an effective and efficient transport system – for Cardiff and for the wider city-region. The Metro project will be central to this.

Even though it's a Welsh Government led initiative, the City of Cardiff Council will have an important role to play, together with other local authorities and the private sector, in the formulation and delivery of the Metro.

Supplementary Question: *County Councillor Robson*

It's a relief to hear the clear statement that the Metro is the preferred option. I welcome the fact that the Business Council are throwing out these different ideas for sea planes and cable cars, but I hope that they won't look to this council to fund them – we have to have the Metro for the whole city, and that's needed urgently.

Reply: *County Councillor Patel*

What I can assure you is that I understand that Council Officers did discuss the option of cable cars across the bay with the Council's development partner for the Sports Village as an alternative to the big wheel star visitor attraction, which started during the time of the previous administration. I also understand that, following initial feasibility, the idea was shelved as it could not be delivered commercially and would have required a substantial amount of public-sector subsidy at a time when the Council had significant other priorities for its scarce capital resources. No further work on this idea has taken place by Council Officers since this time.

Supplementary Question: *County Councillor Bradbury*

Would the Cabinet Member agree with me that any sustainable economic development project needs a good strong transport link at the heart of it. And, as you've stated, would you agree that the Metro is the best way forward for a long-term sustainable transport agenda in this city?

Reply: *County Councillor Patel*

The Metro is absolutely crucial for the future. If you look at all the other cities – look around places like Manchester, you'll see the examples quite clearly – once you've got a Metro, people will want the Metros to be extended. Clearly, it's a really good fast process which delivers people all over the city in a very quick way without people having to jump in their cars, etc. So, certainly, we are supportive of the Metro.

QUESTION TO CABINET MEMBER, ENVIRONMENT

Question: *County Councillor McEvoy*

Could the Cabinet Member for the Environment expand on his previous comment to Council that new build housing estates are more biodiverse than hedgerows and fields?

Reply: *County Councillor Derbyshire*

As the Member is aware, new developments can provide the opportunity of not only protecting existing features of importance but also put in place effective biodiversity management and enhancement measures.

In this way, long-term biodiversity interests can be maintained and enhanced alongside improving public access and raising awareness.

As a simple example, new ecological corridors can be created containing new habitats such as new ponds responding to biodiversity priorities within the area. Such areas can be more biodiversity-rich than existing improved agricultural land and add to the diversity of habitat.

QUESTION TO CABINET MEMBER EARLY YEARS, CHILDREN & FAMILIES

Question: *County Councillor Chris Davis*

Please can you give an indication as to how many meetings the newly reconstituted Corporate Parenting Panel has had?

Reply: *County Councillor Lent*

The newly reconstituted Corporate Parenting Panel has met twice, with a further meeting scheduled for mid-April.

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Supplementary Question: *County Councillor Chris Davis*

Can you explain how the makeup of this newly reconstituted body will look to improve outcomes for looked-after children in comparison to its previous incarnation?

Reply: *County Councillor Lent*

The first thing to say is that it isn't really a Panel, actually – it's an Advisory Committee, so the status is lifted and there are three Cabinet Members who sit on it. So it has more opportunity to influence policy, in that sense.

It also receives regular reports, including complaints and regulatory reports, inspection reports. So it means that those will be more in the public view.

There will also be members of the advocacy project permanently sitting on the Advisory Committee, which means that children's views will be represented all the time.

And there will be a programme of training and visits to keep everything well in sight of the Cabinet and of the Leader and Deputy Leader. So that's basically what it will do.

Supplementary Question: *County Councillor McKerlich*

Councillor Lent, it's good to see that it's meeting occasionally but, so far, the number of meetings of the Corporate Panel hasn't even approached the number of people who have held the post that you currently occupy. I think you're lagging six to two. So it'd be nice to get up to at least having the same number of meetings of the Corporate Parenting Panel as you've chosen to have Cabinet Members representing looked-after children since 2012.

Will you accept that this Corporate Parenting Advisory Committee has got serious work to do? Because, on page 36 of the Corporate Plan, you indicate that you want to improve the O-Level results – the GCSE results – of looked-after children. That figure is currently languishing at eight percent, and the target is 12 percent, which is scarcely better. So there is a lot of very serious work to be done – these people deserve better than that.

Reply: *County Councillor Lent*

I suppose one thing I should have added is that there is a permanent representative from education who has a brief for looked-after children and their performance in schools, so that's also important.

I think the number of times it's actually met is just the normal cycle, because it's going to be every two months, there's going to be another one in April. So there hasn't been a gap at all and the whole point of it is that it's not a committee that just sits – it's a working Committee that goes out and does visits, visits all the teams, and goes out on the various – not so much the regulatory visits themselves, but takes evidence from those. So it's very much a working group.

QUESTION TO THE LEADER OF THE COUNCIL

Question: *County Councillor Bridges*

What is the current name of this local authority? “Cardiff Council”? “City of Cardiff Council”? Are we still County Councillors of the City & County of Cardiff, or has that changed?

Reply: *County Councillor Bale*

As previously stated, the short hand term ‘City of Cardiff Council’ is used to refer to the corporate body, that being the “County Council of the City and County of Cardiff”.

Supplementary Question: *County Councillor Cowan*

There has been much debate – I’ve written to the Chief Executive, I’ve spoken to him, I’ve spoken to you – because I want to know if there’s going to be a report for us to consider on the change of name, or is it just merely a branding exercise? Because it is confusing for the public and frustrating for us as Councillors because we weren’t elected under this term. So, perhaps you would like to bring a report to allow us to have a full and open report and allow a decision to be taken.

Reply: *County Councillor Bale*

So, if I could just remind the Member that, previously, the shortened version of “Cardiff County Council” was often used, being its original name, or “the City and County of Cardiff”. So since May of 2014, we’ve been using “the City of Cardiff Council” as an informal name, much as we’ve done in the past. So I don’t see any particular change in that. And, absolutely, the focus on branding and identity is a really important part of what we’ve been trying to do in the Council, certainly since I became Leader in March last year.

QUESTION TO CABINET MEMBER, SAFETY, ENGAGEMENT & DEMOCRACY

Question: *County Councillor McKerlich*

Are you content that our procedures for the count of the vote in the General Election have remedied procedural errors in the 2012 council elections and that these procedures have been reviewed after consideration of best practice elsewhere. It is important that we deliver accurate results both quickly and competently.

Reply: *County Councillor De’Ath*

Yes I am. The Acting Returning Officer and her staff have reviewed all the verification and count arrangements for the forthcoming election to ensure delivery of the key principles using best practice and Electoral Commission Guidance.

The key principles are as follows:

- All processes are transparent, with a clear and unambiguous audit trail.

- The verification produces an accurate result.
- The count produces an accurate result,
- The verification and count are timely.
- The secrecy of the vote is maintained at all times.
- The security of ballot papers and other stationery is maintained at all times

QUESTION TO CABINET MEMBER, EDUCATION & SKILLS

Question: *County Councillor Simmons*

Following on from the Cabinet's decision for a new school to serve the communities of Ely and Caerau on the western side of the city, could the Cabinet member give further details regarding the process and timescales involved?

Reply: *County Councillor Hinchey*

I am delighted that the realignment of the 21st Century Schools Programme includes proposals for a significant investment in the West of the city. The investment in a new build high school to serve Ely and Caerau specifically targets the improvement of educational attainment at Key Stage 4 in the Southern Arc of the city.

As part of the first step towards greater integration, the results of the recent consultation regarding the co-location Glyn Derw and Michaelston High Schools onto the Michaelson site will be reported to Cabinet in May.

A further statutory consultation process will need to be held on the proposal to build a new High School in the West. This will determine the site for the new school's permanent location and will take place later this year. Design and procurement associated with the new school will commence during Spring 2016.

Supplementary Question: *County Councillor Simmons*

I'd just like to say Councillor Bradbury, Murphy, and myself represent constituents from the most deprived area of the city and this is very welcome news for us. We would like to thank the Cabinet Member for Education for moving the decision to go ahead with the new school. And would you put that on record, please?

Reply: *County Councillor Hinchey*

I'd like to comment on this exciting project, absolutely. You're looking at the former head boy of Glan Ely High School, which you attended as well, probably about five years below me.

I think it's exciting for the west of Cardiff. Ely and Caerau absolutely deserve a new high school and it gives us the opportunity to bridge those gaps that we've talked so often in the Council chambers and around about building a high school with leisure

facilities and, looking forward, there are certainly great examples around south Wales – Blaenavon, I know that Councillor Phillips has been out to look at and we're progressing, Pontprennau Primary School as well. It gives us a great opportunity and those people in the west of the city deserve it, absolutely.

QUESTION TO CABINET MEMBER, ENVIRONMENT

Question: *County Councillor Carter*

How many times since May 2012 has the probation service been used to clear woodland areas in Pentwyn and Llanedeyrn? Could these figures be presented per municipal year?

Reply: *County Councillor Derbyshire*

I can report that for the municipal periods from May 2012 the Probation Service have been utilised for both deep cleansing of the woodland areas and perimeter cleansing as follows:

May 2012 – April 2013	16 occasions
May 2013 – April 2014	17 occasions
May 2014 to present	15 occasions

Supplementary Question: *County Councillor Carter*

Would you make a commitment today or at least go away and think about whether your officers can share information at the time as to when these events are so that we can help publicise and make people aware of them? Because I think those figures are very positive and it would be great to be aware nearer the time when those things happen.

Reply: *County Councillor Derbyshire*

Yes, I'll speak to officers about that and see what we can do in terms of passing on that information.

Supplementary Question: *County Councillor Evans*

Could you actually confirm that it will continue to be the role of the probation service to supervise this valuable work in the community?

I ask for clarification on this point because, under the Transforming Rehabilitation agenda of the UK coalition government, many of the core supervisory functions that were hitherto the responsibility of the probation service will now be undertaken by private companies. Companies that – incidentally - have limited experience and expertise in risk assessing and supervising offenders in the community.

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Reply: *County Councillor Derbyshire*

I certainly hope that is going to be the case but, obviously, I don't have responsibility for the probationary service so I can't actually confirm it is, but I'll certainly try and find out and let you know.

QUESTION TO CABINET MEMBER, CORPORATE SERVICES & PERFORMANCE

Question: *County Councillor Govier*

Understandably writing off £4.4m of the £6m loaned to Glamorgan Cricket Club has caused much anger in the City. Cabinet has been privy to the advice available supporting this write-off, and the advice provided in 2006 and 2011 supporting the loans. What lessons have been learned?

Reply: *County Councillor Hinchey*

The former Liberal Democrat and Liberal Democrat/Plaid Cymru Executives approved loans to Glamorgan Cricket club in 2006 and 2011 which were supported by an independently assessed business plan which highlighted the commercial risks.

Since then an independent and Council assessment indicated little likelihood that all sums due are recoverable. The Council has acted with other creditors to avoid an administration scenario having significant cost and reputational implications for the Club and loss of test or other major matches.

Supplementary Question: *County Councillor Woodman*

Could I just ask when did the Council first become aware there was a problem with repaying the loan please because my residents are asking me that question and I don't know?

Reply: *County Councillor Hinchey*

An interesting question Councillor Woodman because I have got the actual report of 2011 in front of me which I presume you were a Member of the Executive at that time. If you turn to paragraph 13 it says in there about the bank overdraft for the club of £300,000 pounds and they had cash flow challenges at the time so I guess you must have been aware.

QUESTION TO CABINET MEMBER, CORPORATE SERVICES & PERFORMANCE

Question: *County Councillor Phillips*

Can you please assure me that the current Pontprennau Community Centre, which is soon to be amalgamated into the school premises, will be reopened in September when the work is complete and be available again for the local community to use after school hours and at weekends?

Reply: *County Councillor Hinchey*

The community facilities will be incorporated into the primary school and will be available after school hours and at weekends when the school opens in September and after the work of merging the two facilities is completed.

This new “combined” model will have dedicated staff that will be able to serve the needs of the local community of Pontprennau.

The new head teacher will take up post in April and as part of this role she will be looking at the school and community resources as a whole and how these can continue to respond to the needs of the community in the future. Local members should have received assurances in line with this answer via their email earlier today

Supplementary Question: *County Councillor Dianne Rees*

Thank you, Councillor Hinchey, for your extensive briefing note, which we received this morning at 11 o'clock and thank you also to my fellow Councillor for asking this important question, which is of great interest to the people in the community. I think this is the first since her re-election in 2012.

Will there be additional funding to support this facility in the school in employing a coach to enable the customers to access classes on a pay and play basis?

Reply: *County Councillor Hinchey*

I think the briefing note that we sent out today covers the fact that it is a new model, as you can understand, Councillor Rees, and our intention and aspiration is to serve the communities across education and community facilities and I'm sure that local members, both education and community people will be monitoring and looking forward to that new model going forward but, most importantly, we want to tie in the community facility, which was with the school and part of the announcements made as part of the property strategy is to have fewer but better buildings and I think that's important that whatever opportunity we can take that, as Councillor Phillips has pointed out, it's certainly important for us to make use of those buildings and I think the head teacher and the local community will be encouraged by that.

QUESTION TO CABINET MEMBER, TRANSPORT, PLANNING & SUSTAINABILITY PORTFOLIO

Question: *County Councillor Gordon*

Following the fatality of a 12-year-old schoolboy on Ninian Park Road at the end of February, what is Council doing to progress residents' requests for speed monitoring on this road and for a 20 mph zone to be implemented across the ward.

Reply: *County Councillor Patel*

The Council is able to monitor the road for traffic speeds but we are unable to enforce speed limits as this is a police matter.

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A scheme to develop cycle route 50 – along Leckwith Road and Ninian Park Road - will be implemented in the next financial year. Due to the recent fatality the scheme is currently being reviewed and will incorporate a 20mph 'zone'. The scheme will also include traffic calming features such as speed tables to reduce vehicle speeds and make the street safer for child pedestrians and other local residents.

I can inform you that two Driver Feedback Signs will be purchased and installed on Ninian Park Road at the earliest opportunity. The Driver Feedback Signs contain a data-logger that will monitor the speed of traffic. The signs will be procured and installed by the end of May 2015

Supplementary Question: *County Councillor Gordon*

That's very encouraging, and I think Riverside Residents will be very pleased to hear that.

Are there any measures which are working to reduce traffic speeds in other parts of the city?

Reply: *County Councillor Patel*

There's obviously lots of schemes which we're working throughout the whole of the city to reduce the speeds. This is one of the reasons we are very positive towards the 50/50 modal shift because, obviously, what we're trying to do is encourage people to use public transport, cycling, walking, etc. So, certainly, that is the direction we're going in and we'll be looking at virtually all the areas.

For example, if you look at Cathays and Roath and around there, you've got the 20 miles per hour, which is the pilot scheme and we're obviously going to wait for the results to come back from that and we're going to see what's going to happen. We're also going to be introducing two driver-feedback signs in the area of Riverside, which will tell people, basically, what speed they're travelling at and asking them to reduce the speed. And that we're hoping to be implemented before the end of May 2015.

Supplementary Question: *County Councillor Boyle*

The big difficulty, of course, with 20 mile per hour zones is the point at which they transform into a 30 mile per hour zone, because drivers, a sense of freedom, speed up.

Can I, therefore, bring to your attention and ask that you look at seriously the point at which – and I know it's the trial zone – Ninian Road ends at 20 miles per hour and then moves into Marlborough Road and becomes a 30 mile per hour zone, just as it goes past Marlborough School, which is increasingly drawing children from the south side? And that's a really dangerous point – it was raised at Marlborough Governors just this week – and I think, as cars move towards the roundabout at the end, and it's a big through road on the way to Newport Road, that stretch of Marlborough Road really needs to be looked at so that that juncture between the 20 mile per hour to the 30 mile per hour doesn't result in a fatality such as we've seen on Ninian Park Road.

Reply: *County Councillor Patel*

I certainly understand where you're coming from – this is a problem which is happening in lots of areas where there are these sudden changes in the speed from 20 to 30, and that is something, certainly, we're looking at, which is why this pilot is so important because, by having this pilot, if the pilot is successful, which I'm hoping it will be, and if it is, we can start looking at it as a whole city, rather than sections becoming 20 and then suddenly 30, because certainly that is not the way forward – we have to look at it in a proper manner. But if you have got concerns within your own ward, please write to me or contact me and I'll be willing to look into that.

QUESTION TO CABINET MEMBER, ENVIRONMENT

Question: County Councillor Gordon

Every time it rains there are streets in Riverside and Pontcanna where the rainwater cannot drain away because the drains are blocked. The vast puddles mean it is difficult to cross roads at the dipped kerb facility and pedestrians get soaked by passing vehicles. What is the regime for clearing out street drains and how often are they meant to be cleared?

Reply: *County Councillor Patel*

Parked cars along tree lined streets make it difficult for teams to access road channels for the purposes of cleansing and gully maintenance. The Council has therefore implemented the tidal parking scheme which involves requesting local residents to relocate their cars for a short period of time so that teams can access the road channels for maintenance purposes.

The highway gully cleansing programme is currently being reviewed to target localised flooding issues around the City. The existing highway drainage cleansing cycle varies from monthly, annually and two yearly.

Residents should report any problems of the type you have described to the Council via Connect to Cardiff. However, if there are any particular streets causing you concern, please let me have details and I will ask Officers to follow these up.

QUESTION TO CABINET MEMBER, ENVIRONMENT

Question: *County Councillor Weaver*

Can you please give an update on the actions taken in the area of Cathays in which properties were issued a 'Section 46' notice earlier this year?

Reply: *County Councillor Derbyshire*

Following consultation with the local Councillors it was agreed to target Cathays in terms of the numerous waste issues.

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As a result since January, four enforcement officers have targeted 11 streets in Cathays, totalling 770 properties. Many are multiple occupancy households that were incorrectly presenting their waste.

Following supportive measures, including an education and awareness raising initiative, these households were put under formal notices to ensure they present their waste correctly and don't leave their bins on the pavements.

I would note that 71 investigations are currently under way for suspected commercial waste and littering offences and that 65 Fixed Penalties Notices have already been issued as a result of breach of the notices.

The approach is delivering positive results. Further streets will be identified in the coming weeks and the area containing properties under notice will be expanded.

In 2015/16 we will be supporting another 16 officers to address the issue of waste presentation and littering as well as a further 4 officers dedicated to educating people on recycling.

Supplementary Question: *County Councillor Weaver*

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hat's excellent news, especially the news that you're looking to roll it out and expand it to other streets. I can tell you the feedback we're getting is very, very positive.

Do you remember in 2013, when this Labour Council with Councillor Govier first raised the idea of the fixed-penalty notices of £100 for putting your waste out incorrectly, the MP for Cardiff Central declared herself outraged at the amount people would have to pay. Can I please ask whether or not you will ensure that you listen to the residents who actually want the minority of people who continue to breach our waste rules to be fined? And, for that to be enforced, will you listen to them and not our soon-to-be-ex-MP?

Reply: *County Councillor Derbyshire*

I am very happy to confirm that the case is that we will always listen to the residents and the issues that local Councillors raise with us and not somebody else's opinion. I've always said that, for me, I would be more than happy to see a headline in the local press showing somebody very upset at being fined because that shows that we're actually doing what people want us to do, which is target those people who flout our rules.

Supplementary Question: *County Councillor Clark*

Thank you very much for clarifying those issues.
Could you tell us the number of the Section 46 notices which were specifically issued for not putting out recyclable waste correctly?

Reply: *County Councillor Derbyshire*

In terms of the waste, I think it was 65 penalty notices that have been issued in terms of a breach of that particular notice.

172: CORPORATE PLAN 2015 - 2014

(Councillors Groves and Woodman declarations personal interest under the Members' Code of Conduct and remained in the meeting in for consideration of this item).

The Council received and considered the Corporate Plan 2015 -2017 and to authorise the Chief Executive to make amendments required to the draft Corporate Plan in consultation with the Leader of the Council following this meeting.

The Lord Mayor invited Councillor Bale to propose the Corporate Plan which was seconded by Councillor Hinchey.

The Leader presented the Corporate Plan. The Plan sets out what the Council will do, and how it will work with partners from the public, private and third sector and the residents of Cardiff to deliver its ambition and vision of becoming Europe's most liveable capital city. He detailed the pressures and challenges of the budget and its effect on quality life.

This plan is structured around the Council's 4 priorities:

- Education and skills for people of all ages - the under performance of schools
- Supporting vulnerable people including adults and children as well has housing provision
- Sustainable economic development and improving growth and jobs the Capital City working within the City region and work on the City Deal.
- Working with people and partners to design, deliver and improve services.

Plan aims to be open and inclusive and the Cabinet have been involved with the Policy Review & Performance scrutiny Committee; Challenge Forum and Member Workshops.

The plan is a clear statement of the Council's priorities and makes clear that in the current financial climate and statutory obligations; targets and performance management necessary to secure a strong focus on a small number of priorities where significant change is required. This approach is consistent with the approach undertaken by other UK Core Cities. For each priority, a limited number of high-level improvement objectives have been established and for each improvement objective a number of commitments and performance indicators have been identified to measure progress. The priorities of the Corporate Plan are all consistent with the organisation's co-operative values.

The Lord Mayor opened up the item for debate and the following matters were raised around the content and style; language and interpretation of the content of the plan; issues around benchmarking; focussed outcomes; concerns around safeguarding; issues around transport and the integrated transport hub and infrastructure

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modelling; the Metro; Council housing; Youth provision including; looked after children; closer directorate working; the budget and financial challenges Concerns were raised about the timing of the presentation of the Corporate Plan which was not now aligned with the Budget setting process.

It was proposed by Councillor Bridges and seconded by Councillor Aubrey under Council Procedure Rule 25 (iv) that the matter be referred back to Cabinet for reconsideration.

The proposal was put to the vote and the vote was LOST.

A vote was taken on the recommendations as proposed and the vote was CARRIED.

RESOLVED – That

- (1) the Corporate Plan 2015-2017 be approved;
- (2) delegate authority be granted to the Chief Executive in consultation with the Leader of the Council to make any consequential amendments to the Corporate Plan.

173 : PAY POLICY 2015/16

(Directors affected by this item declared a pecuniary interest and left the meeting during consideration of this item).

The Council was asked to agree a Pay Policy Statement for 2015/16, in accordance with the requirements of the Localism Act 2011.

Councillor Hinchey introduced the report and moved the recommendations.
Councillor Hunt seconded the report.

RESOLVED - That

- (1) the Pay Policy Statement 2015/16 be noted and approved;
- 2) it be agreed that in light of the issues outlined in paragraphs 7-10 of the Authority's Pay Policy Statement will include the following paragraph:

14.2 The JNC for Chief Officers negotiates on national (UK) annual cost of living pay increases for this group, and any award of same is determined on this basis. Chief Officers employed under JNC terms and conditions are contractually entitled to any national JNC pay rises. This Council will therefore pay these nationally agreed pay awards as and when determined unless full Council decides otherwise.

- (3) the national pay award for JNC Chief Officer from 1st January 2015 be agreed. The pay award is 2% for salaries below £99,999. There is no pay award for salaries above £100,000.

174 : FAIRWATER COMMUNITY POLL

The Lord Mayor invited the Cabinet Member for Safety, Engagement and Democracy, Councillor De'Ath to present the report which was seconded by Councillor Hunt.

The Cabinet 19 March 2015 received the outcome of the Fairwater Community Poll, and referred it to Full Council for decision on actions to be taken. The Council is therefore asked to receive and consider what action should be taken in response to the Fairwater Community Poll held on 5 March 2015. It was noted that in answer to the question "Do you want the Council to re-open the Waungron Road Recycling Centre?", a 'Yes' vote was returned. The closure of Waungron Road Recycling Centre was agreed as part of the reduction of Household Waste Recycling Centres in the Budget for 2014/2015; and that no provision was made to allow the re-opening of the Centre in the 2015/16 Budget. The call to re-open Waungron Road Recycling Centre could not be achieved within the approved budgetary framework. It was therefore proposed that no action be taken.

The Lord Mayor invited the Local Ward Members to speak on this item and opened the matter for debate. Local Members asked the Council to note the value of community polls in representing the views of the community and underlined the need to consult and with residents not only from the Fairwater Ward but wider community that has been affected by the closure.

A vote was taken on the recommendations as proposed and the vote was CARRIED

- (1) the results of the Fairwater Community Poll held on 5 March 2015 be noted;
- (2) it was agreed that no further action should be taken in response to that Poll.175 : CONSTITUTION COMMITTEE - 19 MARCH 2015

The report was to enable Council to consider and approve the recommendations of the Constitution Committee on 19 March 2015 The report was proposed and introduced by Councillor De'Ath and seconded by Councillor Hunt.

Councillor De'Ath presented the report which set out details in relation to establish a Local Authority Governors' Panel to support the appointment of LA Governors. There was currently over 50 vacancies and a need to provide support and diversity to the Governing Bodies. It had been agreed that the Panel would be cross party. Council was also requested to approve and amend the Officer Scheme of Delegation to give authority to the Director of Education to appoint additional governors and deal with other matters in relation to schools causing concern.

The Council was also requested to make amendments in relation to the Constitution to amend the definition of "inappropriate business" to include matters outside the powers of the Council; to amend the rules relating to business at Extraordinary meetings to make it clear that the rules of debate for ordinary motions will apply; and to revise the rules relating to Order of Business at Council meetings to require all matters requiring decision to take precedence.

The Lord Mayor invited debate on proposals. There were a number of comments raised in relation to the proposed Local Authority Governors' Panel and intervention in schools that maybe failing; the importance of the role of all governors; the need for the appointment system to not only apply to La governor appointments; and the need for transparency in the process.

In relation to the changes to the constitution in particular the Order of Business Councillor Cowan proposed under Council Procedure Rule 25 (iv) a reference back to the Committee for further consideration and this was seconded by Councillor Holden.

The proposal was put to the vote and the vote was LOST.

A vote was taken on the recommendations as proposed and the vote was CARRIED.

RESOLVED – That

(1) Local Authority Governors Panel

A Local Authority Governors' Panel be established as part of the Constitution with the following Terms of Reference:

Terms of reference

For School Governing Bodies constituted under The Government of Maintained Schools (Wales) Regulations 2005 to advise the council on appointments and removal of governors to those places allocated to the Local Authority;

To consider and make decisions relating to the recruitment, training and vetting of potential governors and any other matters that may be referred to the Panel by the Cabinet or the Constitution Committee.

Membership -Seven members

(2) School causing concern – Officer Scheme of Delegation

Part 3- Responsibility for Functions .Section 4F, Insert a new delegation:

'Director of Education, Delegation Reference 'DEd1'

To exercise the Council's powers of intervention under Part 2 of the School Standards and Organisation (Wales) Act 2013, including for the avoidance of doubt, the powers to serve a Warning Notice; appoint additional governors or an Interim Executive Board'

Section 3, Amend allocation of the following local choice function as follows:

'The appointment of any individual:

To any office other than an office in which he / she is employed by the authority;

To anybody other than:

(i) The authority;

(ii) A joint committee of two or more authorities; or

To any committee or sub-committee of such a body,
And the revocation of any such appointment'

Decision Making Body – Council / Cabinet, for appointments pursuant to powers of intervention under section 6 or section 7 of the School Standards and Organisation (Wales) Act 2013

Delegation – [For appointments pursuant to powers of intervention] - Director of Education under delegation reference DEd1 (Scheme Section 4F)

- (3) Motions at Extraordinary meetings
Amend Rule 4 of the Council Meeting Procedure Rules relating to make it clear that Notices of Motion can be considered at extraordinary meetings, and that the rules of debate for Ordinary Motions as set out in Rule 22 will apply as modified in relation to notice.
- (4) Inappropriate Business
Amend Rule 35 of the Council Meeting Procedure Rules to include any matter which is unlawful or ultra vires the Council.
- (5) Order Of Business
Amend Rule 3 of the Council Meeting Procedure Rules to move items 9 (viii) and (ix) [Leader and Cabinet Statements and Oral Questions] of business to follow Ordinary Motions;
- (6) Consequential Amendments
Authorise the County Clerk and Monitoring Officer to make any consequential amendments to other Constitution provisions.

176 : NOTICE OF MOTION

The Lord Mayor invited Councillor Cowan to propose the Notice of Motion and Councillor Holden to second. No amendments had been received:

This Council calls upon the Cabinet to:

1. Reconsider its policy on introducing smaller wheelie bins.

Instead

2. Provide support to the education team to allow officers to be out and about in our communities talking with residents on a regular basis.
3. Promote the use of fines for perpetual offenders.
4. Work closely with Local Members who should have extensive knowledge of problem areas, and plan action events to tackle the problems.
5. Continue to service local shops and businesses with small supplies of green bags, white bags and food bags.

The Lord Mayor invited debate on the motion. Following the debate a vote on the motion as proposed by Councillor Cowan was taken.

The Motion was LOST

177 : URGENT BUSINESS

In accordance with the pilot Council Procedure Rule 3(xv) the Lord Mayor advised that she had not been notified of any urgent matters for this meeting.

178 : APPOINTMENT OF LOCAL AUTHORITY GOVERNORS TO SCHOOL GOVERNING BODIES

The Council was recommended to approve the appointment of Local Authority School Governors as listed in the Appendix to the report. There were no contested seats.

RESOLVED - That the following appointments of to LA School Governors be approved as follows: -.

<u>School</u>	<u>Ward</u>	<u>Start of Vacancy</u>	<u>Applications received</u>
Gabalfa Primary School	Llandaff North	19/02/2015	Councillor Dilwar Ali
Llanedeyrn Primary School	Pentwyn	14/07/2014	Mrs Sarah Lewis
Pen-Y-Bryn Primary School	Llanrumney	10/03/2015	Mrs Claire Deguara
Pentyrch Primary School	Pentyrch	19/05/2014	Mr John Lewis
Tongwynlais Primary School	Whitchurch	11/12/2014	Mrs Sharron Dore
Ysgol Gymraeg Nant Caerau	Caerau	09/04/2014	Mr Alexander Loane
Ysgol Pen Y Pil	Trowbridge	10/11/2012	Mrs Siân Poole
Grangetown Nursery School	Grangetown	07/05/2014	Mrs Wendy Thomas

179 : APPOINTMENT OF TEMPORARY LA GOVERNORS TO HOWARDIAN COMMUNITY EDUCATION CENTRE

Members were asked to appoint Local Authority, Parent and Staff School governors to a new temporary governing body for the proposed new primary school on the site of the Howardian Community Education Centre.

The report was proposed by Councillor Hunt and seconded by Councillor Howells.

RESOLVED – That the appointment of Local Authority, Parent and Staff School Governors to the Temporary Governing Body and as included on the amendment sheet be agreed as follows: :

<u>School</u>	<u>Ward</u>	<u>Nomination Agreed</u>
Howardian Community Education Centre Local Authority	Penylan	Councillor Joe Boyle Councillor Sue Lent
Howardian Community Education Centre Parent Governor	Penylan	Dr Chris Bettinson Mr Huw Burrows Mrs Penelope Lloyd

180 : CARDIFF COMMUNITY BOUNDARY REVIEW

The report sought agreement of Council on the outcome of the consultation that had been undertaken in relation to the Community Boundary Review on draft proposals for changes to community boundaries in Cardiff endorsed by Cabinet at its meeting 19 February 2015.

RESOLVED - That:

- 1) the following 10 initial draft Community Boundary changes contained in Appendix A are supported and adopted:
 - CR001 – Change of name of community from “Gabalfa” to “Gabalfa and Mynachdy”.
 - CR002 – Pentwyn/Cyncoed Boundary Change. Consequential change to corresponding Cardiff Council electoral wards.
 - CR004 – Llanishen/Cyncoed Boundary Change. Consequential change to corresponding Cardiff Council electoral wards.
 - CR005 – Cyncoed/Pentwyn Boundary Change. Consequential change to corresponding Cardiff Council electoral wards.
 - CR006 – Creation of a new community of Llanedeyrn.
 - CR010 – Trowbridge/Rumney Boundary Change. Consequential change to corresponding Cardiff Council electoral wards.
 - CR012 – Change of name of community from “Rhiwbina” to “Rhiwbina with Pantmawr”.
 - CR013 – Creation of a new community of “Tremorfa”.
 - CR016 – Creation of a new community of “Pontcanna”.
 - CR021 – Creation of a new community of “Thornhill”.

- 2) the following Community Boundary change is slightly amended from the original draft proposal, and the final draft proposal attached within Appendix A is supported and adopted:
 - CR009 – Llanrumney/Rumney Boundary Change. Consequential change to corresponding Cardiff Council electoral wards.
- 3) the following 10 initial draft Community Boundary proposals contained in Appendix A are not endorsed, and are recommended to be rejected:
 - CR003 – Creation of a new community of “Ty-Gwyn”.
 - CR007 – Creation of a new community of “Cardiff Bay”.
 - CR008 – Creation of a new community of “Leckwith”.
 - CR011 – St Fagans/Ely Boundary Change. Consequential change to corresponding Cardiff Council electoral wards.
 - CR014 – Ely/St Fagans. Creation of a new community of “Michaelston-super-Ely”.
 - CR015 – Llandaff/Fairwater/Canton Boundary Change. Consequential change to corresponding Cardiff Council electoral wards.
 - CR017 – Creation of a new community area of “Danescourt”.
 - CR018 – Llanishen/Lisvane Boundary Change. Consequential change to corresponding Cardiff Council electoral wards.
 - CR019 – Llanishen/Cyncoed Boundary Change. Consequential change to corresponding Cardiff Council electoral wards.
 - CR020 – Lisvane/Llanishen Boundary Change. Consequential change to corresponding Cardiff Council electoral wards.

181 : PRIVATE SECTOR HOUSING POLICY UPDATE - HOME IMPROVEMENT LOANS

The report sought Council approval for amendments to the Private Sector Housing Policy including new arrangements for awarding private sector Home Improvement Loans making use of Welsh Government repayable funding.

RESOLVED - That:

1. approve the amendments to the revised Private Sector Housing Policy including the proposals set out in this report to provide Home Improvement Loans to elderly owner occupiers and Houses into Homes Loans to the private rented sector to bring empty properties back into use.
2. approve the use of Welsh Government repayable funding to meet the costs of these loans
3. agree that authority be delegated to the Director of Communities, Housing and Customer Service to put in place the detailed arrangements relating to the Home Improvement Loan schemes and to make minor changes to the schemes as necessary to their ensure effective operation.

(The meeting closed at 21.35pm)

182 : WRITTEN QUESTIONS

In accordance with Council Procedure Rules Written Questions received for consideration and response are recorded in the minutes. The following Written Questions were received in accordance with the Procedure:

CORPORATE SERVICES AND PERFORMANCE (COUNCILLOR GRAHAM HINCHEY)

WRITTEN QUESTION FROM COUNTY COUNCILLOR WALKER

What are the total projected costs for 2015/16 for salaried employee TU representative and officer time to be paid from Council funds? Add the value of accommodation and any other costs and subsidies to aggregate the total annual cost to the Council. Please include all Trade Unions in your calculations.

Reply

The Council does not corporately fund the salaries or other costs of Trade Union representatives therefore we do not have the information available.

As part of the Council's commitment with working with the Trade Unions, it allows Trade Union time off which is subject to agreement by each Directorate. This is in accordance with the Trade Union and Labour Relations (Consolidation) Act (TULR(C)A) 1992. The Council also recognises the contribution that can be made by the Trade Unions, and their representatives, to the effective operation of the Council's services.

The ACAS Code of Practice includes the following examples of the reasons for time off for Trade Union duties:-

- collective bargaining
- grievance procedures
- joint consultation
- communicating with members
- communicating with other union officials also concerned with collective bargaining with the employer
- prepare for negotiations
- inform members of progress
- explain outcomes to members
- prepare for meetings with the employer about matters for which the Trade Union has only representational rights.

Based on recent research as published the People Management Magazine (March 2015), it states that "Having a union representative in the workplace can reduce employees' stress levels, improve their work-life balance, and increase their well-being overall. By boosting job quality via voice effects, onsite union representatives are contributing indirectly towards a range of socio-economic outcomes including: higher overall individual well-being, higher job satisfaction, higher productivity, fewer

workers quitting, lower absenteeism, smoother labour market transitions and higher labour market participation rates,”

The report showed that respondents' perceptions of job quality were more favourable in organisations where an onsite representative was present.

WRITTEN QUESTION FROM COUNTY COUNCILLOR WALKER

It was noted that my question at the January Council on standby payment costs enabled some of this cost to be factored into projected savings within the 2015/16 Budget. Will the cabinet member be looking into this substantial cost further to ensure that all such expenditure is essential and provides value for money? If he agrees to do so, when will relevant scrutiny committees be presented with his findings and recommendations?

Reply

Some of this work has already been done, as Councillor Walker will know from his role as a member of the Audit Committee, which raised the issue of standby cost as part of its value for money work. We are now looking to work with service areas to ensure savings on standby costs are driven forward and this again will be reported to the Audit Committee during 2015/16.

ENVIRONMENT (COUNCILLOR BOB DERBYSHIRE)

WRITTEN QUESTION FROM COUNTY COUNCILLOR WALKER

What decisions on ranger deployment to support Friends Groups were reached following your meeting with representatives of these Groups? What will the 2015/16 budgeted staffing and expenditure be for this area?

Reply

I did meet with Officers and representatives from a number of Friends of Parks Groups on Tuesday 24th February.

Specific details relating to the deployment of Park Rangers were not agreed, as you will be aware programmes of work / volunteer activity is not fixed and is indeed fluid, fluctuating from park to park, season to season and project to project. I can however advise that a commitment was given to make every effort to support current levels of activity across the City.

In terms of budget for the 2015/16 financial year I can confirm that our total forecasted expenditure for the entire Park Ranger Service is £ 861,150, £ 742,760 of which is employee related expenditure. This expenditure is offset by income of £ 63,040, therefore the forecasted net expenditure for 2015/16 is £ 798,110.

I fully recognise the benefits of Friends Group and Volunteers and there are other staff groups within the service, in addition to our Park Rangers that facilitate such activity, including our gardening and cleansing teams.

HEALTH, HOUSING AND WELLBEING (COUNCILLOR SUSAN ELSMORE)

WRITTEN QUESTION FROM COUNTY COUNCILLOR WALKER

Llanishen Good Neighbours continues to provide excellent volunteering services to the lonely, sick and vulnerable, including to people in my ward. It barely survives financially following the withdrawal of a small Council grant. Could the cabinet member make contact with this organisation to look at the services it provides and identify whether financial and other support from whatever source could be directed towards them? Will you do all you can to protect this invaluable volunteer service from closure and help it to thrive?

Reply

As an Administration we are committed to supporting communities and neighbourhoods, and supporting people in vulnerable situations. I met with members of Llanishen Good Neighbours at an event last year and am aware of the work they do.

As you will be aware the intention behind the Council grants review was to commission services which support the strategic & operational aims of the Council and which support neighbourhoods across the whole of Cardiff. Officers maintained close contact with Llanishen Good Neighbours leading up to and following the withdrawal of the grant on 31 March 2014. These contacts included arranging for Cardiff Third Sector Council to provide advice about funding, financial sustainability and grant finding processes. Llanishen Good Neighbours also received a one-off grant from a transition fund in May 2014.

As part of the 'Stepping Up' Programme of community support, I have asked officers to contact the group to offer them the opportunity of a 1-2-1 support session with community development professionals to discuss practical assistance which may be available.

The new Neighbourhood Partnership Fund, which was agreed as part of the 2015/16 budget, is being launched on 1st April 2015 with a specific focus on promoting health and wellbeing. Llanishen Good Neighbours will be welcome to apply for support from this Fund and I will ask officers to send them details and discuss the process should they need any further guidance.

Mae'r dudalen hon yn wag yn fwriadol

THE CARDIFF UNDERTAKING FOR COUNCILLORS



This undertaking should be considered in conjunction with the Members' Code of Conduct and forms part of the ethical code which binds all Members of the City & County of Cardiff.

As a Councillor elected to the County Council of the City and County of Cardiff, and in accordance with the principles of public life:-

I UNDERTAKE TO:-

Promotion of equality and respect for others

1. Represent Cardiff and all the people of Cardiff and to hold this duty of representation equally to all the people of Cardiff.

Objectivity and propriety

2. Consider all issues and cases brought to me on their merits.
3. Balance the interests of my Ward with the interests of the Council and the people of Cardiff as a whole.

Selflessness and stewardship

4. Give priority to the interests of the Council, Cardiff and of the people of Cardiff.

Integrity

5. Act according to the highest standards of probity in carrying out my various duties as a Councillor.

Duty to uphold the law

6. Adhere to and respect the Members' Code of Conduct and have proper regard to the advice and guidance issued by the Standards & Ethics Committee.
7. Adhere to and respect the provisions of any Local Resolution Protocol proposed by the Standards & Ethics Committee and adopted by Council.

Accountability and openness

8. Not to disclose information given to me in confidence.
9. Support and promote the conduct of the Council's business being carried out in an open and transparent manner.

In order to enable me to carry out my duties I further undertake that I will commit to appropriate training to equip me to carry out my duties as a Councillor.

Name Date

Signed

Dylid ystyried yr ymrwymiad hwn ochr yn ochr â'r Cod Ymarfer i Aelodau ac mae'n ffurfio rhan o'r cod moesegol y mae pob Aelod o Ddinas a Sir Caerdydd yn rhwym wrtho.

Fel Cynghorydd a etholwyd i Gyngor Sir Dinas a Sir Caerdydd, ac yn unol ag egwyddorion bywyd cyhoeddus:

YMRWYMAF I:

Hyrwyddo cydraddoldeb a pharch i eraill

1. Cynrychioli Caerdydd a phobl Caerdydd a chynnal y cyfrifoldeb hwn o ran cynrychioli pawb yng Nghaerdydd yn gyfartal.

Gwrthrychedd a phriodoldeb

2. Ystyried yr holl faterion ac achosion a gyflwynwyd i mi yn ôl eu rhinweddau eu hunain.
3. Cydbwysu buddiannau fy Ward gyda buddiannau'r Cyngor a phobl Caerdydd yn ei chyfanrwydd.

Ystyried eraill a stiwardiaeth

4. Rhoi blaenoriaeth i fuddiannau'r Cyngor, Caerdydd a phobl Caerdydd.

Cywirdeb

5. Gweithredu'n unol â'r safonau uchaf o ran cywirdeb wrth gyflawni fy nyletswyddau amrywiol fel Cynghorydd.

Dyletswydd i gydymffurfio â'r gyfraith

6. Cydymffurfio â'r Cod Ymddygiad i Aelodau a'i barchu, ac ystyried y cyngor a'r canllawiau a gyhoeddir gan y Pwyllgor Safonau a Moeseg yn briodol.
7. Parchu darpariaethau unrhyw Brotocolau Datrys Lleol a gynigwyd gan y Pwyllgor Safonau a Moeseg ac a fabwysiadwyd gan y Cyngor, a chydymffurfio â nhw.

Atebolrwydd a gonestrwydd

8. Peidio â datgelu gwybodaeth a roddir i mi yn gyfrinachol.
9. Cefnogi a hyrwyddo ymddygiad y Cyngor i sicrhau bod ei fusnes yn cael ei gynnal mewn ffordd onest a chlr.

I'm galluogi i gyflawni fy nyletswyddau, ymrwymaf i hyfforddiant priodol i'm galluogi i gyflawni fy nyletswyddau fel Cynghorydd.

Enw: Dyddiad:

Llofnod: Page 60

**CITY & COUNTY OF CARDIFF
DINAS A SIR CAERDYDD**



ANNUAL COUNCIL:

21 MAY 2015

REPORT OF THE CHIEF EXECUTIVE

MEMBERS' REMUNERATION AND ALLOWANCES 2015/16

Reason for this Report

1. To consider the prescribed levels of Members' remuneration and allowances that are payable in 2015/16, as determined by the Independent Remuneration Panel for Wales (The Panel), and agree those matters which are reserved for local determination by the Council.

Background

2. The the Independent Remuneration Panel for Wales is a statutory body established by Welsh Government in January 2008 to determine the scope and salaries, allowances and expenses payable to Councillors and Co-opted Members.
3. The Local Government (Wales) Measure 2011 gave the Independent Remuneration Panel for Wales additional powers to prescribe Members remuneration. The Panel received further powers following the introduction of the Local Government (Democracy) (Wales) Act 2013.
4. A copy of the Panel's 7th Annual Report was published in February 2015 and a relevant authority must implement the Panel's determinations in the report for 2015/16 from the date of its Annual Meeting. The report is available at the following link:
<http://gov.wales/irpwsb/home/publication/2015-16/annual-report-2015-16/?lang=en>

Issues

5. When the Panel made its initial determinations in its 2009 report it aligned payments to Members to the medium gross earnings of all full time employees resident in Wales. The Basic Salary was set at three-fifths of the All Wales medium salary and Senior Salary at multiples of this annual medium salary. In setting these salaries, the Panel recognised that there was an unpaid public service contribution.
6. In 2014/15, the Panel decided, given the modest relaxation in the constraints on public sector pay and to prevent an erosion of relative levels of remuneration, to increase the Basic Salary for Members by 0.9%, and to increase other payments proportionately. For 2015/16, the Panel has decided

not to increase remuneration because of the continuing cuts in local government funds.

7. The Panel remains firmly of the view that maintaining the democratic values of local government is not cost free. Publicly funded remuneration is made available to encourage a diversity of willing and able local people to undertake local government, through their elected, appointed or co-opted roles.

Basic Salary

8. The Panel has determined that the Basic Salary that is payable to elected Members of all Principal Councils in Wales in 2015/16 will remain the same as 2014/15 at **£13,300**.

Senior Salary

9. The Panel has determined five bands of Senior Salary. Band 1 includes Leader and Deputy Leader and Band 2 includes Cabinet Members. In the Panel's discussions with elected Members across Wales in 2013 there was a consistent view expressed that leadership with executive roles carried the greatest accountability. The Panel also received representations that these accountabilities are often the same regardless of the size of population served by the Council. The Panel did however determine that the size of population remains a major factor in levels of responsibility and has decided to maintain the use of the population groups for the purposes of Senior Salaries in Bands 1 and 2.
10. The Panel has determined that the Senior Salaries payable in 2015/16 by local authorities in population Group A (i.e. those with populations over 200,000, which includes Cardiff) remain as follows:

Bands of Responsibility	Role(s)	Senior Salaries determined by the Panel for 2014/15 (inclusive of Basic Salary)
Band 1	Leader	£53,000
	Deputy Leader	£37,000
Band 2	Other Cabinet Members	£32,000
Band 3	Committee Chairs	£22,000
Band 4	Leader of largest opposition group	£22,000
Band 5	Leader(s) of other political group(s) comprising at least 10% membership of the Authority	£17,000

11. The level of Senior Salary set by the Panel is inclusive of Basic Salary and Members must not be paid more than one Senior Salary by his or her Authority. In addition, Cabinet Members in receipt of a Band 1 or Band 2

Senior Salary cannot receive a salary from the Fire & Rescue Authority to which they have been appointed.

Allocation of Senior Salary Positions

12. The Panel has determined that there is no change to the maximum number of the Council's membership that is eligible to receive a Senior Salary in 2015/16. In Cardiff (Population Group A), the maximum number of Senior Salary positions is 19, excluding Civic Salary positions.
13. At the Annual Meeting of Council in May 2014, the Council agreed to allocate 18 out of the maximum of 19 Senior Salaries, as a result of a reduction by one in the number of Cabinet Members, as follows:

Bands of Responsibility	Role(s)	No. of Senior Salary Positions
Band 1	Leader	1
	Deputy Leader	1
Band 2	Other Cabinet Members	7
Band 3	Scrutiny Committee Chairs	5
	Planning Committee Chair	1
	Licensing / Public Protection Committees Chair	1
	Democratic Services Committee Chair	1
Band 4	Leader of largest opposition group	1
Total =		18

14. The Panel has taken the view that the payment of the Leader of the largest opposition group (subject to the political group comprising at least 10% membership of the Authority) is important for local democracy. The Panel have therefore continued their previous determination that this Senior Salary (Band 4) must be paid.

Specific or Additional Senior Salaries

15. The Panel has also determined that a provision for 'development posts' is to be included within the Remuneration Framework. In accordance with guidance issued by the Panel in 2014, this allows principal councils to apply to the Panel for specific and additional Senior Salaries, which do not fall within the current Remuneration Framework or which could not be accommodated within the maximum number of Senior Salaries payable, for a 'development post' that a principal council considers to be important and involves a significant, sustained and additional responsibility. Any applications to the Panel must provide clear evidence that the post(s) have additional

responsibility demonstrated by a description of the role, function and duration and would be subject to both approval and formal review by Full Council.

Civic Salary

16. The Panel has determined that the levels of Civic Salary (inclusive of Basic Salary) which are payable in 2015/16 should remain the same as 2014/15 and will be applied by individual authorities as each considers appropriate, taking account of the anticipated workload and responsibilities of Civic Heads and Deputy Civic Heads:

Band	Civic Heads (inclusive of Basic Salary)	Deputy Civic Heads (inclusive of Basic Salary)
A	£24,000	£18,000
B	£21,500	£16,000
C	£19,000	£14,000

17. A Councillor must not be paid a Senior Salary and a Civic Salary.
18. It is proposed that a Band A Civic Salary will be paid by the Council in 2015/16 to both the Civic Head (Lord Mayor) and Deputy Civic Head (Deputy Lord Mayor), which would be commensurate with Cardiff's status as the Capital City of Wales and the associated civic responsibilities and workload during the municipal year.

Presiding Member and Deputy Presiding Member

19. The Local Government (Democracy) (Wales) Act 2013 allows local authorities to appoint an additional post of Presiding Member, in addition to a Civic Leader, who would Chair the business meetings of the Council. A Council may also appoint a Deputy Presiding Member.
20. Where appointed and if remunerated, the Panel has determined that a Presiding Member must be paid a Band 3 Senior Salary (**£22,000**). The post would also count towards the maximum number of Senior Salaries which can be allocated by the Council (i.e. 19). The Panel has also determined that the position of Deputy Presiding Member will not be remunerated.

Joint Overview and Scrutiny Committees (JOSCs)

21. Two or more authorities can establish joint scrutiny committees and decide whether or not the chairs of those committees (or a sub-committee of a joint scrutiny committee) will be paid. If they decide to make payments the following determinations apply:
22. If a Senior Salary is paid for this role, the Panel has determined that the Chair of a JOSC is eligible for a Senior Salary of **£8,700**, which is equivalent to that part of a Band 3 Senior Salary for a Committee Chair, excluding the amount

of Basic Salary (£13,300). In cases where the Chair of a JOSC is already in receipt of a Band 3, 4 or 5 Senior Salary, the payment will be **£4,350**.

23. The Chair of a JOSC Sub Committee is eligible for a salary of **£2,175**. In cases where the Chair of the JOSC Sub Committee is already in receipt of a Band 3, 4 or 5 Senior Salary, the payment will be **£1,090**. Payments to Chairs of JOSC Task & Finish Sub Committees are to be pro-rated to the duration of the task.
24. Payments made to a Chair of a JOSC or a Chair of a JOSC Sub Committee are additional to the maximum proportion of the Council's membership that is eligible to be paid a Senior Salary (i.e. 25% of membership). However, this should not exceed the statutory limit on Senior Salary payments of no more than 50% of a council's membership.
25. Deputy Chairs of JOSCs or JOSC Sub Committees are not eligible for payment. In addition, Co-opted Members of JOSCs or JOSC Sub Committees are not eligible for payment of a Co-opted Member fee unless they are appointed by an authority under Section 144(5) of the Local Government (Wales) Measure 2011 and have voting rights.

Pensions

27. The Panel has determined that the entitlement to join the Local Government Pension Scheme (LGPS) shall apply to all elected members of principal councils.

Co-opted Member Payments

28. The Panel has determined no change to the payments or fees which must be paid to Co-opted Members (provided that they are Co-opted Members with voting rights) in 2015/16. The fees are as follows: :

Co-opted Members	Co-opted Member Payments/Fees
Committee Chairs: <ul style="list-style-type: none"> • Standards & Ethics Committee; • Audit Committee (if chaired by independent/lay member). 	£256 (4 hours and over) £128 (up to 4 hours)
Co-opted Ordinary Members of the Council's Standards & Ethics Committee who also chair standards committees for community councils	£226 (4 hours and over) £113 (up to 4 hours)
Committee Members: <ul style="list-style-type: none"> • Standards & Ethics Committee; • Audit Committee; • Education Scrutiny Committee; • Crime & Disorder Scrutiny Committee 	£198 (4 hours and over) £99 (up to 4 hours)

29. The Panel determined that a Council can decide on a maximum number of days for which Co-opted Members may be paid in any one year. Since 2013/14, the Council has agreed to cap the payments to Co-opted Members at a maximum of the equivalent of 10 full days a year for each Committee to

which an independent/lay member has been co-opted (i.e. maximum payments totalling **£2560** to Co-opted Member Chairs of Committees and **£1980** to Co-opted Ordinary Members of Committees). It is proposed that this maximum or 'cap' of the equivalent of 10 full days a year for each Committee including Co-opted Members should be retained by the Council in 2015/16.

30. A full day meeting is defined by the Panel as over 4 hours and a half day meeting is defined as up to 4 hours. Eligible meetings include other committees and working groups (including task & finish groups), pre-meetings with officers, training and attendance at conferences or any other formal meeting to which Co-opted Members are requested to attend.
31. The Panel has again allowed Co-opted voting Members to include travelling time and reasonable time for pre-meeting preparation, the extent of which can be determined by the appropriate officer in advance of the meeting. The appropriate officer can also determine in advance whether a meeting is programmed for a full day (over 4 hours) and Co-opted Member payments will be made on the basis of this determination even if the meeting finishes before 4 hours has elapsed.
32. Co-opted Members are also eligible to claim for Care, Travel and Subsistence Allowances, where applicable.

Allowances

33. The Panel has determined that the term 'allowance' is reserved for payments which are for the reimbursement of actual expenses (e.g. for care, travel and subsistence) which are necessarily incurred by Members and Co-opted Members when conducting their duties as part of official business.

Care Allowance

34. The Panel has determined that, for 2015/16, Care Allowance will continue to be payable up to a **maximum payment of £403 per month** (depending upon actual costs incurred) to reimburse those Members or Co-opted Members who incur necessary expenses for the care of dependent children or adults whilst undertaking their duties.
35. Reimbursement of expenses will only be made on the basis of the submission of a monthly claim form listing the duties completed or official business undertaken, together with the production of receipts for the cost of the formal and informal care arrangements claimed. The Panel has confirmed that, as this is a contribution to actual monthly costs, this payment cannot be annualised.

Travel Allowance

36. The Travel Allowance payable in 2015/16 is linked to current HM Revenue & Customs (HMRC) rates and is unchanged and payable as follows:

Private Motor Vehicles	45p per mile (up to 10,000 miles)
	25p per mile (over 10,000 miles)

	5p per passenger per mile (passenger supplement)
Private Motor Cycles	24p per mile
Bicycles	20p per mile

37. Claims for the reimbursement of travel expenses incurred as part of official business will be payable on the completion of the relevant claim form and should be accompanied by VAT fuel receipts, where appropriate. All claims for other travel expenses (e.g. public transport) will only be reimbursed on production of receipts and are subject to any further requirements or limitations set by the Council.

Subsistence Allowance

38. Subsistence Allowance will only be paid for 'out-of-county' expenses incurred as part of official business outside the Council's administrative boundaries.
39. In terms of Subsistence Allowance for the reimbursement of the cost of any meals within a 24-hour period, the Panel has determined that a **maximum of £28 per day** is payable in 2014/15 (including breakfast if not included in overnight accommodation costs), provided that any claim for expenses is supported by receipts. This level of payment is unchanged from 2012/13 and 2013/14.
40. In terms of Subsistence Allowance which is payable in 2014/15 for the reimbursement of the cost of overnight accommodation, the Panel has determined that the maximum levels payable are also unchanged and paid as follows:

Overnight stay in London	Max. £150 per night
Overnight stays elsewhere	Max. £95 per night
Overnight stay with friends or relatives whilst on official business	Max. £25 per night

41. The Panel has confirmed that the above limits apply when an individual Member claims in arrears for the reimbursement of overnight accommodation costs and do not apply when the Council reserves and pays directly for overnight accommodation.

Entitlement to Family Absence

42. Members are entitled to the following periods of family absence under the Family Allowance for Members of Local Authorities (Wales) Regulations 2013:
- Maternity Absence – Available to pregnant Members who can take an absence period of up to a maximum of 26 weeks beginning any time between 11 weeks before up to the date of childbirth.

- Newborn Absence – Available to a Member who is the father or, is married to, is the civil partner or is the partner of a child’s mother and expects to have the main responsibility for the upbringing of the child. Up to two consecutive weeks are available to be taken within 56 days following a child’s birth.
 - Adopter’s Absence – Available to a Member who adopts a child. Up to two consecutive weeks are available to be taken within 56 days of a child being adopted.
 - New Adoption Absence – Available to a Member who is married to, the civil partner or partner of a person adopting a child and expects to have the main responsibility for the upbringing of the child. Up to two consecutive weeks are available to be taken within 56 days of a child being adopted.
 - Parental Absence – Available to a Member who has or expects to have responsibility for the care of a child and does not satisfy the criteria for Newborn Absence, Adopters Absence or New Adoption Absence. Up to three months can be taken in a single or a series of absences from the date a Member assumes responsibility for the care of a child under the age of 14 and ends 1 year later.
43. Members are entitled to retain their Basic Salary during any period of family absence irrespective of the attendance record immediately preceding the commencement of family absence. When a Senior Salary holder is eligible for family absence he/she will continue to receive the salary for the duration of the absence. Should a Senior Salary holder take a period of family absence, a substitute appointment can be made to that Senior Salary post and a Senior Salary paid (an addition is then allowed to the maximum number of senior salaries allowed for the duration of the substitution, the schedule of remuneration must be amended and the Panel must be informed).

Supporting the Work of Local Authority Elected Members

44. The Panel has determined that each Authority must ensure that all Members are given as much support as is necessary to enable them to fulfil their duties effectively. All Members should be provided with adequate telephone and email facilities and electronic access to appropriate information.
45. The Panel has further determined that such support should be provided without cost to individual Members. Costs of support must be appropriate, reasonable and publicly declared. Deductions must not be made from Members’ salaries as a contribution towards those support costs which the Authority considers necessary for the effectiveness and/or efficiency of Members.

Publication of Remuneration and Allowances Information

46. The Council is required to agree, publish and maintain an annual Schedule of Member Remuneration, which sets out details of the specific payments that it intends to make to Members and Co-opted Members in accordance with the levels of remuneration and allowances determined by the Panel. In accordance with the Panel Regulations, the Council is required to produce a schedule of payments to Members and Co-opted Members no later than four weeks following the Council’s Annual Meeting and to publish the Schedule of

Member Remuneration as soon as practicable after determining the schedule of payments for the year and not later than 31 July 2015. As a result, the Council's Schedule of Member Remuneration for 2015/16 is expected to be considered by Council on 25 June 2015.

47. Details of Members' remuneration and allowances, including expenses claims made by Members and payments made to Members who are appointed by the Council to other public bodies, will also be published on the Council's website. The Council is required to make arrangements for the publication of details of all remuneration and allowances paid to Members and Co-opted Members in 2014/15 by 30 September 2015.

Election to Forgo Entitlement to Payment

48. It remains the right of any individual Member or Co-opted Member to independently and voluntarily opt to forgo all or any part of their entitlement to a salary, allowance or fee determined annually by the Panel in its Annual Report or any Supplementary Reports by giving notice in writing to the Proper Officer of the Council.

Legal Implications

49. The legal framework is set by Part 8 of the Local Government (Wales) Measure 2011 ("the Measure"), under which the Independent Remuneration Panel for Wales ("the Panel") is given functions relating to payments to Councillors and Councillors' pensions (s.142 of the Measure). The Panel is required to publish an annual report on the exercise of its functions with respect to each financial year (s.143 of the Measure); and the Council must comply with the requirements imposed on it by the Panel's Annual Report (s.153 of the Measure). The requirements imposed on the Council by the Panel's Annual Report are set out in the body of the report.

Financial Implications

50. This report sets out the framework within which the salaries and allowances will be determined. The proposals as listed are similar to the assumptions built in setting the 2015/16 budget for this function thus there are no direct financial implications arising from this report. However, in the event of the demands on the budget exceeding the allocation then consideration needs to be given as to what mitigation would need to be taken in order to remain within the budgetary resources allocated.

RECOMMENDATIONS

Council is recommended to:

1. agree the allocation of 18 Senior Salary positions for 2015/16, as set out in paragraph 13 of the report, and if Council so decides, an additional 1 Senior Salary position (to be determined);

2. agree to set the Civic Salary payable for the positions of Civic Head (Lord Mayor) and Deputy Civic Head (Deputy Lord Mayor) in accordance with the Band A level of Civic Salary payments in 2015/16; and
3. agree that the payment of Co-opted Member fees should continue to be based on a maximum of the equivalent of 10 full days a year in 2015/16.

PAUL ORDERS
Chief Executive
15 May 2015

Background Paper

Independent Remuneration Panel for Wales Annual Report February 2015

<http://gov.wales/irpwsb/home/publication/2015-16/annual-report-2015-16/?lang=en>

**CITY & COUNTY OF CARDIFF
DINAS A SIR CAERDYDD**



ANNUAL COUNCIL

21 MAY 2015

REPORT OF COUNTY CLERK & MONITORING OFFICER

ESTABLISHMENT OF COMMITTEES, THEIR SIZE, TERMS OF REFERENCE AND ALLOCATION OF SEATS

Reason for this Report

1. To review and approve the establishment of Committees, their size, terms of reference and allocation of seats for 2015/16 in accordance with the statutory requirements concerning political balance.

Background

2. The Constitution provides that at its Annual meeting the Council will decide on any amendments to its standing Committees and their size, terms of reference and allocation of seats.
3. The Local Government and Housing Act 1989 requires the Council to allocate Committee seats to political groups in proportion, as far as is reasonably practicable, to the size of those groups on the Council.
4. The appointment of Members to Committees and the election of Chairs and Deputy Chairs for 2014/15 are dealt with in a separate report (Agenda item 13).

Issues

Proposed Committees

9. Council is recommended to establish the following Committees with the number of seats shown:

<u>COMMITTEES</u>	<u>SEATS</u>
<u>Ordinary & Regulatory Committees</u>	
Planning Committee	12
Licensing Committee	12
Public Protection Committee	12

Audit Committee	12 (8 Members and 4 Independent Members)
Constitution Committee	12
Corporate Parenting Advisory Committee	8 (Not Members of the Children & Young People Scrutiny Committee)
Council Appeals Committee	9
Democratic Services Committee	12 (Cannot include more than 1 Member of the Cabinet who must not be the Council Leader)
Family Absence Appeals Panel (Called as and when required)	3 (To be Members of the Democratic Services Committee but not include the Chair of Council)
Employment Conditions Committee	8
Standards & Ethics Committee	9 (3 Members**, 5 Independent Members & 1 Community Member) **Not subject to Political balance arrangements
Local Authority Governor Panel	7
<u>Scrutiny Committees</u>	
Children & Young People	13 (9 County Councillors + 4 Co-opted Members)
Community & Adult Services	9
Economy and Culture	9
Environmental	9
Policy Review & Performance	9
<u>Other Committees and Panels</u>	
Appointments Committee	To comprise 5 Members from those appointed to serve in accordance with the rule on political balance
Disciplinary & Grievance Appeals Committee	To comprise not less than 3 and not more than 5 Members from those appointed to serve in accordance with the rule on political balance.

Health & Safety Advisory Group	5 (Appropriate Cabinet Member and up to 4 other Members)
Works Council	5 (To be Members of Employment Condition Committee)
<u>Allocation of Seats on Joint Committees</u>	
Glamorgan Archives Joint Committee	5 Cardiff Councillors
Prosiect Gwyrdd Joint Committee	2 (Relevant Cabinet Members)
Shared Regulatory Services Joint Committee	2 (Relevant Cabinet Member & Chair of Licensing Committee)
Central South Consortium Joint Education Service Joint Committee	1 (Leader or relevant Cabinet Member)

Terms of Reference

10. The terms of reference of each of the established Committees and Groups are set out in Appendix A.
11. Council is asked to note and agree revised terms of reference for the Audit Committee, which have been updated to reflect discussions on best practice from the Self Assessment process undertaken by the Audit Committee in January 2015 and CIPFA guidelines on Audit Committees.

Allocation of Seats

12. The Council is required to allocate Committee seats to political groups in proportion, as far as is reasonably practicable, to the size of those groups on the Council (in accordance with the Local Government and Housing Act 1989, Section 15 and the Local Government (Committees and Political Groups) Regulations 1990).
13. The total number of seats on the proposed Committees which are subject to the political balance requirements (as set out in paragraph 9 above) is 146. Based on the current composition of the Council (as of 15 May 2015), the proportional allocation of seats on Ordinary Committees and Scrutiny Committees is as set out in Table A below:

TABLE A

Groups	Number of Councillors	Proportionality	Number of Committee seats
Labour	46	61.33%	86
Liberal Democrat	15	20%	28
Conservative	7	9.33%	13
Independent	4	5.33%	7
Plaid Cymru	2	2.67%	4
Ungrouped **	1	1.33	(1)

**One Independent Member not a Member of a Group

14. The proportional allocation of seats, as set out in Table A above, has been discussed with all Party Group Whips at a meeting on 11 May 2015. The Plaid Group has indicated that it does not wish to take up its allocation of Committee seats, and therefore, these have been distributed amongst the other Groups, as shown in Appendix B.
15. Under the rules on political balance, the Council may adopt an alternative arrangement to strict political proportionality for the allocation of seats on Committees and distribute seats on a different basis provided that notice of such proposal is given in the Council Summons, and the alternative arrangement is approved by Council, without any Member voting against the arrangement (referred to as a '*nem con*' vote).
16. Notice has been given on the Council Summons to effect the alternative arrangement for the distribution of seats on Committees as detailed in Appendix B.

Legal Implications

17. Sections 15 to 17 of the Local Government and Housing Act 1989 ("the 1989 Act") and the Local Government (Committees and Political Groups) Regulations 1990 ("the 1990 Regulations") lay down requirements designed to ensure that there is political balance on Committees (this requirement does not apply to the Standards and Ethics Committee).
18. At its Annual Meeting, the Council is required to review the political make up of its Committees in accordance with the principles set out in Section 15 of 1989 Act, those principles being:
 - (a) not all seats on a Committee should be allocated to the same political group;
 - (b) the majority group on the Council should form the majority on the Committee;
 - (c) subject to (a) and (b), that the proportion of seats allocated to each political group on the total of all Committees should be the same as the proportion of Council Members who belong to that group; and

- (d) subject to (a)–(c), that the proportion of seats allocated to each political group on each Committee should be the same as the proportion of Council Members who belong to that group.
19. Where a local authority has determined the allocation of political groups on a Committee, it is under a duty to give effect to the wishes of those groups with regard to the identities of the persons who are to represent that group on the Committee (pursuant to Section 16 of the 1989 Act). Regulation 15 of the 1990 Regulations contains a residual power for the Council to make appointments if the political groups fail to do so. (The 1990 Regulations also make provision for identifying political groups and their members for these purposes). However, the allocation of seats based on the political proportionality principles set out in Section 15 of the 1989 Act (please see paragraph 18 above) may be varied (pursuant to Section 17 of the 1989 Act) if alternative arrangements are approved by the Council, subject to:
- i. Notice being given to all Members of the proposal to adopt the alternative arrangements for the allocation of seats – this is met by the express reference made in the Council Summons (Regulation 20 of the 1990 Regulations); and
 - ii. The alternative arrangements must be approved by the Council without dissent (a “nem con” vote).
This report recommends the approval of alternative arrangements for the allocation of seats on Committees in accordance with section 17 of the 1989 Act.

Standards and Ethics Committee

20. Standards Committees in Wales must consist of not less than five and not more than nine members, and independent members must comprise at least half of all members. The Committee must include at least one ‘Community Committee member’ (i.e. a member of a community council within the authority’s area) as the Standards Committee discharges functions in relation to Community Councils. Regulations specifically prohibit anyone other than a member of the Council, an independent member or a ‘Community Committee’ Member from being a member of the Committee. The Leader is prohibited from being a member of the Standards Committee, and no more than one member of the Cabinet may be a member of the Committee. The political balance requirements of the 1989 Act do not apply.
21. The Council’s Constitution (Article 9) provides that the Standards & Ethics Committee will be composed of 9 members comprising 5 ‘independent’ members, 3 Cardiff County Councillors and 1 Community Councillor.
22. The terms of office of the 5 independent members have not expired and so no further appointments of independent members are presently required. However, the term of office of the current Chairperson is due

to expire on 23/09/15, so a report on this appointment will be brought to a subsequent meeting of Council.

23. The term of office for a Councillor sitting on the Standards Committee can be no more than four years or the period until the next ordinary Local Government Elections (whichever is the shorter).

Democratic Services Committee

24. The Statutory Guidance issued by Welsh Government under Section 6(1) of the Local Government (Wales) Measure 2011 states that the Democratic Services Committee cannot include more than one member of the Cabinet who must not be the Leader.

Audit Committee

25. The Council must decide how many non-councillors should be appointed to the Audit Committee, and all Members of the Committee should display independence of thinking and unbiased attitudes, and must recognise and understand the value of the audit function. Statutory Guidance recommends that the balance of members of the Committee is at least as favourable to non-executive groups as would be achieved by the political balance rules and that the Committee has the appearance of independence from the leadership. There must be at least one lay member on the Audit Committee or up to a third of the total membership.
26. The current composition of the Audit Committee, as approved at Annual Council in May 2014, includes four non - councillor 'Independent Members' and 8 Councillors. The proportion of Independent Members is one third of the Committee members, which is the maximum permitted by law.
27. All decisions taken by or on behalf the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers of behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Council Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances

Financial Implications

33. Assuming that the number of Committees and their size remains unchanged there are no additional financial implications arising from this report that have not been included within the Council's budget for 2015/16.

RECOMMENDATIONS

That the Council

- (1) approves its Committee structure and the size and terms of reference of each Committee for the 2015/15 Municipal Year as set out in paragraph 9 and Appendix A of this report;
- (2) approves 'alternative arrangements' for the allocation of seats on each Committee as set out in Appendix B and agreed by Party Group Whips on 11 May 2015.

MARIE ROSENTHAL

County Clerk & Monitoring Officer

15 May 2015

Appendix A – Committee Terms of Reference

Appendix B - Political Balance and Allocation of seats 2015/16

Planning Committee

- (a) Those functions listed in Section A of Schedule 1 of the Local Authorities Executive Arrangements (Functions and Responsibilities) (Wales) Regulations 2007 and any amendments thereto and any matters ancillary thereto as defined in Regulation 3(2) to (4) of the Regulations.
- (b) Those functions listed in paragraphs 3 and 4 of Section I of Schedule 1 of the Local Authorities Executive Arrangements (Functions and Responsibilities) (Wales) Regulations 2007 and any amendments thereto and any matters ancillary thereto as defined in Regulation 3(2) to (4) of the Regulations.

Licensing Committee

To be the Council's Licensing Committee as required by the Licensing Act 2003 and Gambling Act 2005 and any re-enactment or modification thereof; and as full delegate of the Council to exercise all the powers and functions permitted under those Acts.

Public Protection Committee

- (a) Those functions listed in Sections B and C and Paragraph 10 of Section I of Schedule 1 of the Local Authorities (Executive Arrangements) (Functions & Responsibilities) (Wales) Regulations 2007 (the Regulations), any amendments thereto and any matters ancillary thereto as defined in Regulation 3(2) to (4) of the Regulations, except to the extent that such matters fall to the Licensing Committee by virtue of Section 7 of the Licensing Act 2003 or the Gambling Act 2005.
- (b) In relation to those functions acting as Appeal Committee where appropriate.
- (c) The discharge of any function relating to the control of pollution or the management of air quality.
- (d) The passing of a resolution that Schedule 2 to the Noise and Statutory Nuisance Act 1993 should apply in the Authority's area.
- (e) Any function relating to contaminated land.
- (f) The service of an abatement notice in respect of a statutory nuisance.
- (g) Any function under a local Act of a licensing or regulatory nature.
- (h) Any function in relation to the making of an Alcohol Consumption in Designated Public Places Order under the provisions of the Criminal Justices & Police Act 2001.

Audit Committee

Governance, Risk & Control

- To consider the Council's corporate governance arrangements against the good governance framework by way of the process of compiling the Annual Governance Statement.
- To review the Annual Governance Statement prior to approval and consider whether it properly reflects the risk environment and supporting assurances, taking into account the internal audit opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk and internal control.
- To consider the Council's framework of assurance and ensure that it adequately addresses the risk and priorities of the Council.
- To monitor and scrutinise the effective development and operation of the risk management arrangements within the Council.
- To oversee progress in addressing risk-related issues reported to the Committee, such as the Corporate Risk Register.
- To consider any Anti-Fraud strategies, policies or procedures.

Internal Audit

- To approve the Internal Audit Strategy comprising the risk-based internal audit plan, containing the internal audit resources (resources include; Audit, Investigations, Risk & Governance and Programme and Project Assurance Teams).
- To approve significant changes to the risk-based internal audit plan and resource requirements.
- To consider reports from the Audit Manager on Internal Audit's performance during the year e.g. progress reports.
- To consider the Audit Manager's Annual Report, including the statement of conformance with the Public Sector Internal Audit Standards 2013 and the results of the Quality Assurance and Improvement Programme that supports the statement. Fundamental to the annual report is the overall opinion on the adequacy and effectiveness of the Council's framework of governance, risk management and internal control together with a summary of the work supporting the opinion.
- To receive summaries of specific internal audit reports in accordance with agreed protocols.
- To receive reports on fraud prevention and detection initiatives and updates to any related policies and strategies.
- To receive reports of any significant incidents of fraud or financial impropriety and actions taken to enhance controls where this is considered necessary.

External Audit

- To consider the external auditor's annual letter, relevant reports, and the report to those charged with governance.
- To consider specific reports as agreed with the external auditors.
- To comment on the scope and depth of external audit work and to ensure it gives value for money.

Financial Reporting

- To review the annual statement of accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council.
- To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts.
- To seek assurances that the Council has complied with the Treasury Management Strategy and Practices by demonstrating effective control of the associated risks and pursuing optimum performance consistent with those risks.

Accountability Arrangements

- To report to Council on the Committee's findings, conclusions and recommendations concerning the adequacy and effectiveness of the governance, risk management and internal control frameworks.
- To raise the profile of probity generally within the Council and to report on matters of concern to the individual Cabinet Member, relevant Scrutiny Committee, Cabinet or to Council as necessary and appropriate.
- To work in synergy with the five Scrutiny Committees of the Council and liaise with other Council Committees as and when appropriate to avoid duplication in work programmes.

Training & Development

- To attend relevant training session in accordance with the Member Development Programme including specialist training tailored for Members of the Audit Committee e.g. treasury management.

Corporate Parenting Advisory Committee

1. To oversee the development and effective implementation of Cardiff Council's Corporate Parenting Strategy.
2. To monitor the way in which services that have a responsibility to Looked After Children and Care Leavers fulfil their responsibilities and to raise matters of concern about the delivery of services that arise at meetings of the Board.
3. To promote the joining up of key strategies, policies and local planning arrangements where this will increase their effectiveness and support a holistic approach to improving the life changes and overall outcomes of looked after children and care leavers in line with their peers.

4. To raise the profile of the needs of looked after children and care leavers through a range of activities which will include consideration of performance information, meetings with looked after children, care leavers, parents, foster carers, staff and visits to children's services and resources, including children's homes.
5. To ensure that children and young people have information about what they can expect from Cardiff Council as their corporate parent.
6. To promote meaningful consultation and participation and ensure that the view of children, young people, their families and carers are listened to and taken into account through the Panel/Board and by the Council as a whole.
7. To ensure that the achievements of looked after children, care leavers, foster carers and staff are celebrated and rewarded.
8. To ensure that systems are in place to ensure children who are looked after can be confident that their individual interests will receive full and fair consideration including when these may be in conflict with aspects of the policies and procedures of the Council.
9. To make recommendations to others in respect of the corporate parenting of looked after children as consistent with the role and purpose of the panel.

Constitution Committee

To review the Council's Constitution, and to recommend to Council and/or Cabinet any changes, except that the Committee will have authority (subject to the Monitoring Officer's advice) to make the following changes on behalf of the Council:-

- (a) Drafting improvements to enhance clarity and remove minor anomalies;
- (b) Updating to reflect legislative changes and matters of record;
- (c) Amendments to the Financial, Contracts and Land Procedure Rules (subject to the advice of the S.151 Officer being sought).

Council Appeals Committee

To hear and determine appeals (other than those appeals which are within the terms of reference of any other committee) from determinations and decisions of the Authority where there is a statutory requirement for there to be an appeal to Members of the Council or where such appeal is allowed for in any policy or procedure approved by the Council.

On hearing an appeal the Committee shall be empowered, on behalf and in the name of the Council, to make such order as it considers appropriate, within the range of decisions permissible at law.

The Committee, when sitting to hear an appeal, shall not include any Members of the Cabinet, or Members of any Committee principally concerned with the service by which the decision or determination has been made, or Members who have been concerned in any previous consideration of the matter, which has given rise to or from which the appeal arises.

At each sitting of the Committee to hear an appeal, the Committee shall, firstly, ensure that the appeal has been properly made and, secondly, that the appellant has been afforded the opportunity of being represented at the hearing of his/her appeal by such friend, lawyer or other representative as he/she may choose.

In hearing an appeal the Committee shall conform to the rules of natural justice.

Democratic Services Committee

- To carry out the local authority's function of designating the Head of Democratic Services;
- To keep under review the provision of staff, accommodation and other resources made available to the Head of Democratic Services in order to ensure that it is adequate for the responsibilities of the post;
- To make reports, at least annually, to the full Council in relation to these matters

Family Absence Appeals Panel

To be the Appeals Panel required pursuant to Regulation 36(1) of the Family Absence for Members of Local Authorities (Wales) Regulations 2013 and any amendment thereof; and to discharge all functions of the Panel pursuant to those Regulations.

Employment Conditions Committee

- (a) To consider and determine policy and issues arising from the organisation, terms and conditions of individual employees at Chief Officer/Assistant Director level and above (together with any other category of employee specified in Regulation from time to time) where this is necessary;
- (b) To decide requests for re-grading of posts at Chief Officer level and above (together with any other category of employee specified in Regulation from time to time) whether by way of appeal by an employee against a decision to refuse a re-grading application or to decide applications for re-grading which are supported.

Standards & Ethics Committee

- (a) To monitor and scrutinise the ethical standards of the Authority, its Members, employees and any associated providers of the Authority's services and to report to the Council on any matters of concern.
- (b) To advise the Council on the content of its Ethical Code and to update the Code as appropriate.
- (c) To advise the Council on the effective implementation of the Code including such matters as the training of Members and employees on the Code's application.
- (d) To consider and determine the outcome of complaints that Councillors and co-opted members have acted in breach of the Code in accordance with procedures agreed by the Standards Committee, including the imposition of any penalties available to the Committee.
- (e) To oversee and monitor the Council's Whistleblowing procedures and to consider ethical issues arising from complaints under the procedure and other complaints.
- (f) To grant or refuse requests for dispensations in respect of Members' interests under the Members' Code of Conduct in accordance with the relevant statutory provisions.
- (g) To undertake those functions in relation to Community Councils situated in the area of the Council and members of those Community Councils which are required by law.
- (h) To recommend to Council and the Cabinet any additional guidance on issues of probity.
- (i) To hear and determine any complaints of misconduct by Members or a report of the Monitoring Officer, whether on reference from the Ombudsman or otherwise.
- (j) To recommend the provision to the Monitoring Officer of such resources as he/she may require for the performance of his/her duties

Local Authority Governor Panel

For School Governing Bodies constituted under The Government of Maintained Schools (Wales) Regulations 2005 to advise the council on appointments and removal of governors to those places allocated to the Local Authority;

To consider and make decisions relating to the recruitment, training and vetting of potential governors and any other matters that may be referred to the Panel by the Cabinet or the Constitution Committee.

SCRUTINY COMMITTEES

Children and Young People Scrutiny Committee

- To scrutinise, measure and actively promote improvement in the Council's performance in the provision of services and compliance with Council policies, aims and objectives in the area of children and young people, including :
 - School Improvement
 - Schools Organisation
 - School Support Services
 - Education Welfare & Inclusion
 - Early Years Development
 - Special Educational needs
 - Governor Services
 - Children's Social Services
 - Youth Services and Justice
 - Children's Play Services
- To assess the impact of partnerships with and resources and services provided by external organisations including the Welsh Government, Welsh Government Sponsored Public Bodies, joint local government services and quasi-departmental non governmental bodies on the effectiveness of Council service delivery.
- To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures which may enhance Council performance and service delivery in this area.

Community and Adult Services Scrutiny Committee

- To scrutinise, measure and actively promote improvement in the Council's performance in the provision of services and compliance with Council policies, aims and objectives in the area of community and adult services, including:
 - Public and Private Housing
 - Disabled Facilities Grants
 - Community Safety
 - Neighbourhood Renewal and Communities First
 - Advice & Benefits
 - Consumer Protection
 - Older Persons Strategy
 - Adult Social Care
 - Community Care Services
 - Mental Health & Physical Impairment
 - Commissioning Strategy
 - Health Partnership
 - Cardiff Partnership Board

- To assess the impact of partnerships with and resources and services provided by external organisations including the Welsh Government, joint local government services, Welsh Government Sponsored Public Bodies and quasi-departmental non governmental bodies on the effectiveness of Council service delivery.
- To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures which may enhance Council performance and service delivery in this area.
- To be the Council's Crime and Disorder Committee as required by the Police and Justice Act 2006 and any re-enactment or modification thereof; and as full delegate of the Council to exercise all the powers and functions permitted under that Act.

Economy and Culture Scrutiny Committee

- To scrutinise, measure and actively promote improvement in the Council's performance in the provision of services and compliance with Council policies, aims and objectives in the area of economic regeneration.
 - Cardiff Business Council
 - Inward Investment and the marketing of Cardiff
 - South East Wales Economic Forum
 - Economic Strategy & Employment
 - European Funding & Investment
 - Small to Medium Enterprise Support
 - Cardiff Harbour Authority
 - Lifelong Learning
 - Leisure Centres
 - Sports Development
 - Parks & Green Spaces
 - Libraries, Arts & Culture
 - Civic Buildings
 - Events & Tourism
 - Strategic Projects
 - Innovation & Technology Centres
 - Local Training & Enterprise
- To assess the impact of partnerships with and resources and services provided by external organisations including the Welsh Government, joint local government services, Welsh Government Sponsored Public Bodies and quasi-departmental non governmental bodies on the effectiveness of Council service delivery.
- To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures which may enhance Council performance or service delivery in this area.

Environmental Scrutiny Committee

- To scrutinise, measure and actively promote improvement in the Council's performance in the provision of services and compliance with Council policies, aims and objectives in the area of environmental sustainability, including:
 - Strategic Planning Policy
 - Sustainability Policy
 - Environmental Health Policy
 - Public Protection Policy
 - Licensing Policy
 - Waste Management
 - Strategic Waste Projects
 - Street Cleansing
 - Cycling and Walking
 - Streetscape
 - Strategic Transportation Partnership
 - South East Wales Transport Alliance
 - Transport Policy and Development
 - Intelligent Transport Solutions
 - Public Transport
 - Parking Management
- To assess the impact of partnerships with and resources and services provided by external organisations including the Welsh Government, joint local government services, Welsh Government Sponsored Public Bodies and quasi-departmental non governmental bodies on the effectiveness of Council service delivery.
- To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures which may enhance Council performance and service delivery in this area.

Policy Review and Performance Scrutiny Committee

- To scrutinise, monitor and review the overall operation of the Cardiff Programme for Improvement and the effectiveness of the general implementation of the Council's policies, aims and objectives, including:
 - Council Business Management and Constitutional Issues
 - Cardiff Council Corporate Plan
 - Strategic Policy Development
 - Strategic Programmes
 - Community Planning & vision Forum
 - Voluntary Sector Relations
 - Citizen Engagement & Consultation
 - Corporate Communications
 - Contact Centre Services and Service Access
 - International Policy
 - Cardiff Local Development Plan
 - Equalities

- Finance and Corporate Grants
 - Organisational Development
 - Cardiff Efficiencies Programme
 - E-Government
 - Information and Communication Technology
 - Council Property
 - Commissioning and Procurement
 - Carbon Management
 - Legal Services
- To scrutinise, monitor and review the effectiveness of the Council's systems of financial control and administration and use of human resources.
 - To assess the impact of partnerships with and resources and services provided by external organisations including the Welsh Government, joint local government services, Welsh Government Sponsored Public Bodies and quasi-departmental non governmental bodies on the effectiveness of Council service delivery.
 - To report to an appropriate Cabinet or Council meeting on its findings and to make recommendations on measures which may enhance Council performance and service delivery in this area.

OTHER COMMITTEES AND PANELS

Bilingual Cardiff Working Group

Aim

To take a lead role in developing a truly bilingual Cardiff where citizens and staff of the City of Cardiff Council can access services and support in either language equally through improved partnership working.

Objectives and Roles

- To ensure compliance with the Council's Welsh Language Scheme and the standards set by the Welsh Language Commissioner.
- To monitor the Council's performance against Welsh language legislation including investigating breaches of policy.
- To request evidence and/or presentations from officers within their respective areas in relation to specific Welsh language matters.
- To feed back on any issues relating to the Welsh language from Service Users or Service Providers to the forum, and vice versa if necessary.
- To review and contribute to the Council's final response for the Annual Monitoring Report with Bilingual Cardiff team prior to consideration by Cabinet/Council.
- To receive feedback from the Welsh Language Coordinators Meeting and work with Welsh Language Champions (O.M level and above) to further embed the awareness of Welsh within the Council's corporate culture.

- To contribute to responses on behalf of the Council on Welsh language consultation issues e.g. to the Welsh Language Commissioner
- To act as a reference group for Welsh language related issues and provide a voice for service users and providers.
- To have an advisory role and report to Cabinet every six months.

Appointments Committee

To discharge the functions of the authority in respect of the appointment and dismissal of Chief Officers and Deputy Chief Officers (as defined in the Local Authorities (Standing Orders) (Wales) Regulations 2006), in accordance with the Employment Procedure Rules and any other relevant Council policies and procedures.

Disciplinary & Grievance Appeals Committee

To hear and determine:

- (a) all appeals by employees of the Council who may have a right to appeal to Councillors in accordance with disciplinary and grievance procedures approved by the Council;
- (b) all other appeals from disciplinary actions which may be referred to it, whether by the Council or a Committee;
- (c) grievances by and against the Chief Executive in accordance with grievance procedures approved by the Council; and, with a differently constituted membership, appeals following decisions on such grievances; and
- (d) in exceptional circumstances, where the Chief Executive cannot address matters because of an associated grievance, disciplinary proceedings against any officer at Chief Officer/Assistant Director level and above; and, with a differently constituted membership, appeals following decisions in such disciplinary proceedings.

On hearing each case the Committee shall be empowered, on behalf and in the name of the Council, to make such order as it considers appropriate, except where retirement or redundancy is contemplated, when consultation with the Cabinet will take place prior to determination of the matter.

The Committee, when sitting to hear an individual case, shall comprise not less than three no more than five members. From the members appointed to serve on the Committee, those who are to sit to hear any particular matter shall be chosen by rota following consultation with the Group Whips, subject to the exclusion of any member who:

- (i) is a member of the Cabinet or of a Committee principally concerned with the service in which the employee concerned is employed; or

- (ii) has been concerned in any previous consideration of the matter which has given rise to the disciplinary action, grievance, or decision from which an appeal arises.

At each sitting of the Committee to hear a disciplinary matter or appeal, the Committee shall, firstly, ensure that the matter of complaint has been clearly put to the employee and, secondly, that the employee has been afforded the opportunity of being represented at the hearing by such friend, trade union officer, lawyer or other representative as he/she may choose.

In any hearing the Committee shall conform to the rules of natural justice.

Health and Safety Advisory Group

- to promote corporate and strategic health and safety issues;
- to address specific health and safety issues which have not been resolved elsewhere in the organisation through normal administrative machinery, joint consultative arrangements or Service Area Health and Safety Committees;
- to consider reactive and active performance measures in respect of health and safety;
- to consider other health and safety issues as appropriate, whether raised by the Council or the trade unions;
- to make recommendations.

Works Council

- (1) to consider any relevant matter referred to it by the Council; the Employment Conditions Committee; the Executive; the Chief Executive; or trade union representatives providing that: -
- (a) the matter has been raised previously by the representatives with the Chief Executive, Chief Operating Officer, Corporate Chief Officer as appropriate and/or Chief Officer/Head of Service and the trade unions are dissatisfied with the response; or
 - (b) there has been no response on the matter raised to the trade union representatives within a reasonable period of time.
- (2) to make recommendations.

Political Balance and Allocated Seats 2015/16 Municipal Year

APPENDIX B

Committee	Number of Seats	Labour	Lib Dem	Cons	Ind Group	Plaid	**Heath Ind	Total
<u>Committees subject to Political Balance</u>								
	No of Seats	46/75	15/75	7/75	4/75	2/75	1/75	75
	Percentage	61.33%	20%	9.33%	5.33%	2.67%	1.33%	99.99%
	GROUP ENTITLEMENT	146	90	29	14	8	4	(1)**
Ordinary Committees								
Planning	12	7	3	1	1			12
Licensing	12	8	3	1				12
Public Protection	12	8	3	1				12
Audit Committee	8	5	1	1	1			8
Constitution Committee	12	7	3	1	1			12
Corporate Parenting Advisory Committee	9	6	2		1			9
Council Appeals	9	6	2	1				9
Democratic Services Committee	12	7	3	1	1			12
Employment Conditions	8	5	2	1				8
Local Authority Governor Panel	7	3	1	1	1			
	No of Seats	101	62	23	10	6	0	101
	Percentage	61.38%	22.77%	9.9%	5.94%			100%
Scrutiny Committees								
Children & Young People	9	6	2	1				9
Community & Adult	9	5	2	1	1			9
Economic & Culture	9	6	2	1				9
Environment	9	6	2	1				9
Policy Review & Performance	9	5	2	1	1			9
	No of Seats	45	28	10	5	2	0	45
	Percentage	62.23%	22.22%	11.11%	4.44%			100%
	TOTAL NO OF SEATS	146	90	33	15	8	0	146
	Percentage	61.65%	22.6%	10.27%	5.48%			100%

Note: the calculation must incorporate 100% of the Members of the Council irrespective of whether they are in a group

**One Independent Member not a Member of a Group

<u>Political Balance not required</u>								
Standards & Ethics Committee	3	1	1	1				
Bilingual Cardiff Working Group	12	5	2	1	1	1		
Works Council	5	3	1	1				
Health & Safety Advisory Group	5	3	1	1				
<u>Joint Committees</u>								
Glamorgan Archives Joint Committee	5	3			2			
Prosiect Gwyrdd Joint Committee	2	2						
Shared Regulatory Services Joint Committee	2	2						
Central South Consortium Joint Education Service Joint Committee	1	1						

**CITY & COUNTY OF CARDIFF
DINAS A SIR CAERDYDD**



ANNUAL COUNCIL

21 MAY 2015

REPORT OF COUNTY CLERK & MONITORING OFFICER

NOMINATION & APPOINTMENT OF MEMBERS TO SERVE ON EACH COMMITTEE ESTABLISHED AND ELECTION OF CHAIRS & DEPUTY CHAIRS

Reason for Report

1. The purpose of this report is to facilitate the nomination and appointment of Members to serve on each Committee established and the election of the Chair and Deputy Chair (as appropriate) for those Committees.

Background

2. The previous report (Agenda Item 12) outlined matters relating to the establishment of Committees, together with their size and allocation of seats and terms of reference.

Issues

- a) Nominations and Appointments to Committees
3. Following the establishment of Committees and the allocation of seats on each Committee in accordance with the statutory provisions on political balance, the next step is to make appointments to those Committees. It is the duty of the Council to make appointments as soon as practical thereafter, and to give effect to the stated wishes of party groups regarding who is nominated to the seats allocated to each particular group.
4. Based on the Committee structure and size set out in the previous report (Agenda Item 10), total nominations required are as follows:

<u>COMMITTEES</u>	<u>SEATS</u>
<u>Ordinary Committees</u>	
Planning Committee	12
Licensing Committee	12 (same membership as Public Protection Committee)

Public Protection Committee	12 (same Membership as Licensing Committee)
Audit Committee	12 (8 Members and 4 Non-Councillor Members)
Constitution Committee	12
Corporate Parenting Advisory Committee	8 (not Members of the Children & Young People Scrutiny Committee) (to include relevant Cabinet Member for Children's Services , Education and Community Safety)
Council Appeals Committee	9
Democratic Services Committee	12 (cannot include more than 1 Member of the Cabinet who must not be the Council Leader)
Family Absence Appeals Panel	3 (Members of Democratic Services Committee)
Employment Conditions Committee	8
Standards & Ethics Committee	9 (3 County Councillors, 1 Community Councillor and 5 Non - Councillor Members)
Local Authority Governor Panel	7 (to include relevant Cabinet Member)
<u>Scrutiny Committees</u>	
Children & Young People	13 (9 County Councillors + 4 Co-opted)
Community & Adult Services	9
Economy and Culture	9
Environmental	9
Policy Review & Performance	9
<u>Other Committees</u>	
Bilingual Cardiff Working Group	12
Health and Safety Advisory Group	5
Works Council	5

<u>Joint Committees</u>	
Glamorgan Archives Joint Committee	5
Prosiect Gwyrdd Joint Committee	2 (relevant Cabinet Members)
Shared Regulatory Services Joint Committee	2 (relevant Cabinet Member & Chair of Licensing Committee)
Central South Consortium Joint Education Service Joint Committee	1 (Leader or relevant Cabinet Member)

5. Following the allocation of seats in accordance with the proportionality rules, as agreed under Agenda item 10, Council is required to make appointments to Committees so as to give effect to the wishes of those groups with regard to the identities of the persons who are to represent that group on the committee.

Under the relevant regulations the wishes of a political group are to be taken as those expressed to the Proper Officer:

- (a) orally or in writing by the Leader or representative of the group; or
- (b) in a written statement signed by a majority of the members of the group.

In the event that different wishes of a political group are notified, the wishes notified by a statement of the majority of the group prevail. It is normal practice where possible for the groups to make known their nominees at the annual meeting but where this is not achievable the County Clerk & Monitoring Officer will report the nominations and any subsequent changes to the next Council meeting for Members' information.

- b) Election of Chairs and Deputy Chairs (as appropriate)

7. The Constitution provides that the Chair and a Deputy Chair for each Committee established shall be elected at the annual meeting of Council. In order to take those decisions, Political Groups will (at least in relation to any person to be nominated for appointment as Chair or Deputy Chair as the case may be) need to ensure that formal notice is given to the Proper Officer of the Group's wish that that person is nominated to the relevant Committee.
8. The following Chairs and Deputy Chairs need to be elected.

	<u>Chair</u>	<u>Deputy Chair</u>
<u>Ordinary Committees</u>		
Planning Committee		
Licensing Committee		
Public Protection Committee		
Corporate Parenting Advisory Committee		-----

	<u>Chair</u>	<u>Deputy Chair</u>
Constitution Committee		-----
Council Appeals Committee		-----
Democratic Services Committee		-----
Employment Conditions Committee		-----
Bilingual Cardiff Working Group		-----
School Governor Panel		-----

Note that the Chairs of the Audit Committee and the Standards & Ethics Committee are appointed by their respective Committees. The Chair of the Standards and Ethics Committee must be a non-Council (Independent) Member.

	<u>Chair</u>	<u>Deputy Chair</u>
<u>Scrutiny Committees</u>		
Children & Young People Scrutiny		-----
Community & Adult Services		-----
Economy and Culture		-----
Environmental		-----
Policy Review & Performance		-----

9. Details of the nominations received will be provided on the Amendment sheet at the Council meeting.

Legal Implications

10. The Council Procedure Rules provide that, at the Annual Council meeting, the Council will receive nominations of members to serve on its standing committees and make such appointments; and elect a Chair and a Deputy Chair for each of the committees (Rule 2(b) (xiii) and Rule 2(b) (xv) respectively).

Council is referred to the legal implications provided in the report on the establishment of Committees (Agenda Item 10) which are also relevant to this report.

- 11 As explained in the Legal Implications to that report, where a local authority has determined the allocation of political groups on a Committee, it is under a duty to give effect to the wishes of those groups with regard to the identities of the persons who are to represent that group on the Committee (pursuant to Section 16 of the 1989 Act). Regulation 14 of the Local Government (Committees and Political Groups) Regulations 1990 ('the 1990 Regulations') requires political groups to be notified of their allocation on a committee in order that they may nominate

individuals to serve on that committee. Regulation 15 contains a residual power for the Council to make appointments if the political groups fail to do so. However, apart from this provision, the Council has no discretion in the matter—its function is simply to make appointments which give effect to the wishes of the political groups.

12. The wishes of a political group are to be taken as those expressed to the Proper Officer (a) orally or in writing by the leader or representative of the group; or (b) in a written statement signed by a majority of the members of the group. In the event that different wishes of a political group are notified, the wishes notified in accordance with point (b) shall prevail (Regulation 13).
13. A political group is identified when two or more members of the Council who wish to be treated as a political group write to the Proper Officer to inform him of that fact and of their name and the identity of their leader. A person joins a particular political group by sending a notice signed by him/her and the leader of the group. People may cease to be members of the group by notifying the Proper Officer (the Monitoring Officer) of their resignation, joining another group, or being ousted by a notice signed by a majority of the members of the group.

Under the Scheme of Delegations (delegation reference LD17), the Monitoring Officer is authorised to appoint members to Committee seats allocated to political groups (or make changes and fill vacancies) in accordance with the wishes of the political groups.

For the avoidance of doubt the requirements for political balance do not apply to the Cabinet or a Committee of the Cabinet or to the Standards and Ethics Committee.

14. Section 14 of the Local Government (Wales) Measure 2011 requires that the person appointed to Chair the Democratic Services Committee must not be a Member of the Executive Group (The Cabinet) i.e. a political group some or all of whose members comprise or are included in the Executive of the Authority. Also no more than one of the Members of the Democratic Services Committee can be a Member of the authorities Executive (The Cabinet).

Financial Implications

15. Assuming that the number of Committees remains unchanged, there are no additional financial implications arising from this report that have not been included within the Council's budget for 2015/16.

RECOMMENDATIONS

That the Council

- (1) receives the nominations from the political groups to the seats allocated to each group as agreed under Agenda Item 10 and approves the corresponding appointments;
- (2) requests the Monitoring Officer to report to the next Council meeting the details of all appointments to committees for information, taking into account any further nominations or changes notified following this meeting; and

- (3) elects the Chairs and Deputy Chairs (as appropriate) to the Committees shown in paragraph 8 and or any other such Committees that may be established.

MARIE ROSENTHAL
County Clerk & Monitoring Officer
15 May 2015

**CITY & COUNTY OF CARDIFF
DINAS A SIR CAERDYDD****ANNUAL COUNCIL:****21 MAY 2015****REPORT OF COUNTY CLERK & MONITORING OFFICER**

NOMINATION OF MEMBERS TO SERVE ON OUTSIDE BODIES

Reasons for the Report.

1. To consider and agree nominations to statutory and non-statutory outside bodies, and fill any vacancies that exist for 2015 /16 municipal year.

Background

2. The Constitution provides that the Council will, from time to time, receive nominations and make Member appointments as necessary to serve as representatives of the Council on outside bodies.

Issues

3. The Council is asked to consider and agree nominations to serve on bodies which are appointed on an annual basis as set out in Appendix A.
4. The Council is asked to noted that the allocated number of Cardiff representatives on the Welsh Local Government Association (WLGA) Council is based on one member of the Council for each 50,000 population or part thereof, which has increased from 7 to 8 in 2015/16 based on the latest official population estimate for the city (2013 Mid Year Estimate = 351,700). The WLGA Council Annual Meeting will be held on 19 June 2015.
5. Nominations for appointments to Outside Bodies are submitted by the Party Group Whips and a schedule detailing proposed nominations will be circulated as part of the Amendment Sheet at the Annual Council meeting.

Legal Implications

6. The appointment of individuals to serve on outside bodies is a Local Choice function under the Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) Regulations 2007. In the approved Scheme of Delegations the Council has determined that responsibility for the proposed appointments shall rest with Full Council.

Financial Implications

7. There are no financial implications arising as a direct consequence of this report.

RECOMMENDATION

Council is recommended to receive nominations for, and make appointments to, outside bodies as set out in Appendix A, and any further vacancies which may arise, as proposed by Party Group Whips in accordance with normal procedures.

MARIE ROSENTHAL
County Clerk & Monitoring Officer
13 May 2015

Appendix

Appendix A: Annual Nominations for Appointment to Outside Bodies 2015/16

Background Papers

Register Appointments to Outside Bodies

Organisation	Aims of the Organisation	Number of Representatives	Notes
Cardiff Bus	Cardiff City Transport Services Ltd (otherwise known as Cardiff Bus) is a private limited company which is wholly owned by Cardiff Council. It was constituted as a Public Transport company within the mean of Section 72 of the Transport Act 1985 and the main purpose of the company is the provision of road passenger transport services.	7 Members (4 Labour, 2 Liberal Democrat, 1 Conservative)	
Local Government Association (LGA) General Assembly	The LGA is the membership organisation of local authorities in England and Wales and its mission is to support, promote and improve local government. The LGA General Assembly is the only LGA decision making forum which all local authorities in membership are eligible to attend and vote. The role of the General Assembly is to consider strategic policy of national significance to local government.	4 Members (including the Leader of the Council)	<p>The Council is entitled to appoint 4 representatives to the LGA General Assembly. The LGA also encourages those Authorities entitled to 3 or 4 representatives on the General Assembly to allocate one of those positions to Minority Group Leaders from their Authority.</p> <p>On the election of LGA Chair, Vice-Chairs and Deputy Chairs under Article 8.4 and on questions of estimated expenditure and subscriptions under Articles 21.1 and 21.2 of the Constitution, Welsh Authorities in corporate membership are entitled to 1 vote, which is usually exercised by the Leader or nominated substitute.</p> <p>On non-devolved matters directly relevant to their statutory duties and responsibilities, the Council is entitled to 7 votes based on population size. These votes are usually exercised by the Leader or nominated substitute.</p>

Organisation	Aims of the Organisation	Number of Representatives	Notes
			The Annual Meeting of the LGA General Assembly will be held on 30 June 2015 in Harrogate.
South Wales Fire & Rescue Authority	The Fire & Rescue Authority consists of 24 Councillors from the 10 local authorities which originally combined to form the Authority. The composition of the Authority is determined by the size of the electoral representation within each local authority and the political proportionality across the combined area.	5 Members (3 Labour, 1 Liberal Democrat & 1 Conservative)	
South Wales Police and Crime Panel	The Police and Crime Panel is responsible for overseeing the Police and Crime Commissioner and reviewing and scrutinising his decisions.	2 Members (1 Labour & 1 Liberal Democrat)	<p>The Panel is made up of 10 local Councillors, representing the 7 local authorities in South Wales, along with 2 co-opted independent members.</p> <p>Councillor representatives to the Police & Crime Panel are appointed in line with the population size and the political balance of the 7 local authorities within the South Wales Police area. As a result, Cardiff, Swansea and RCT are entitled to 2 representatives.</p> <p>In 2015/16, a General Allowance will be paid subject to a Member's attendance at meetings/training events up to a maximum of 5 meetings/training events per year at an amount of £184 per attendance (max. £920.00 per year). If Members elect to receive this General Allowance, there will be no additional payment for travel and/or subsistence expenses. Alternatively, those Members who do not wish to receive the General Allowance may opt out and claim for travel and/or subsistence expenses.</p>

Organisation	Aims of the Organisation	Number of Representatives	Notes
Welsh Local Government Association (WLGA)	The WLGA aims to promote, protect, support and develop democratic local government in Wales and in particular the interests of Welsh unitary authorities and Associate Organisations in membership.		A Local Authority in full membership shall be entitled to appoint one member of the Council for each 50,000 population or part thereof.
(i) WLGA Council	The WLGA Council is the sovereign body of the Association and will primarily deal with the appointment of officers, constitutional and business issues. It will also have a deliberative role which can be utilised in the furtherance of WLGA policy.	8	In 2015/16, Cardiff is entitled to 8 representatives on the WLGA Council, which does not need to reflect the requirements of political balance. The vote allocation is 8 votes which is usually exercised by the Leader or nominated substitute.
(ii) WLGA Co-coordinating Committee		1	The WLGA Council Annual Meeting is due to be held on 19 June 2015 in Swansea. The WLGA Co-ordinating Committee is comprised of one member appointed by each Member Council from among those members it has appointed to the WLGA Council (usually the Leader of the Council). The Co-ordinating Committee is the main policy and deliberative forum of the WLGA.

Mae'r dudalen hon yn wag yn fwriadol

**CITY & COUNTY OF CARDIFF
DINAS A SIR CAERDYDD**



ANNUAL COUNCIL:

21 MAY 2015

REPORT OF COUNTY CLERK & MONITORING OFFICER

**PROGRAMME OF COUNCIL, CABINET & ORDINARY COUNCIL
MEETINGS 2015/16**

Reason for this report

1. The purpose of this report is update Council on the programme of ordinary Council meetings for the period June 2015 to July 2016, and approve the interim programme of Cabinet and Committees for the period June 2015 to August 2015.

Background

2. The approval of the programme of ordinary meetings of Council, Cabinet and Council Committees is required in accordance with the Council's Constitution.
3. The Council on 29 January 2015 agreed a programme of Full Council meetings for 2015/16 and 2016/17 municipal years based on the number and frequency of meetings as agreed by the Constitution Committee 19 March 2014.
4. Annual Council on 29 May 2014 agreed a provisional programme of Cabinet & ordinary Committee meetings to August 2015.

Issues

5. The provisional programme of Cabinet and Council Committee meetings to August 2015 has been reviewed and updated to include all scheduled meeting and is attached as Appendix A.
6. The appointment of Committee Chairs (Agenda Item 11) may necessitate in further consultation on the programme of ordinary Committee meetings going forward. It is therefore proposed that a full programme of meetings to August 2016 be reported to Council on 25 June 2015.

Legal Implications

7. Welsh Government issued guidance under section 6 of the Local Government (Wales) Measure 2011 that by virtue of section 6(2) of the Measure, Local Authorities must have regard to this guidance when considering the times and intervals at which meetings of a local authority are held.
8. In summary, the guidance states that:
 - Work and other commitments make setting a programme of meetings that suits all Members difficult;
 - Welsh Government does not wish to proscribe the number/timings of meetings; and
 - it is important that Authorities proactively review their meeting arrangements, by way of example the guidance states that “What may have been tradition or an arrangement which suited the previous generation of councillors will not necessarily serve the interests of the new intake.”
9. The guidance requires the Council to survey its Members in respect of times and interval in which meetings of the local authority are held at least once a term and preferably shortly after the new council is elected. This was done in May 2012 and as part of the Constitution Committee Review in 2013/14

Financial Implications

10. There are no direct financial implications arising from this report apart from the potential for administrative savings, if as recommended by the Constitution Committee the number of full Council meetings is reduced to nine per year.

RECOMMENDATIONS

That the Council

- (1) notes the dates of Ordinary Council meetings June 2015 to August 2016 as agreed at Council 29 January 2015;
- (2) approves the updated programme of Cabinet and Council meetings for June 2015 – August 2015;
- (3) note that a full programme of all Council, Cabinet and Committee meetings will be presented to Council on 25 June 2015 for approval

MARIE ROSENTHAL

County Clerk & Monitoring Officer

13 May 2015

The following Appendices are attached:

Appendix A Dates of Full Council meetings June 2015 to August 2016

Appendix B Programme of All Council, Cabinet & Committee meetings June 2015 to August 2015

**DATES OF FULL COUNCIL MEETINGS
JUNE 2015 to AUGUST 2016**

Council Meeting Dates	Venue
21 May 2015 (Annual)	Council Chamber City Hall
25 June 2015	Council Chamber City Hall
23 July 2015	Council Chamber City Hall
24 September 2015	Council Chamber City Hall
22 October 2015	Council Chamber City Hall
26 November 2015	Council Chamber City Hall
28 January 2016	Council Chamber City Hall
25 February 2016 (Budget)	Council Chamber County Hall
7 April 2016	Council Chamber City Hall
26 May 2016 (Annual)	Council Chamber City Hall
30 June 2016	Council Chamber City Hall
28 July 2016	Council Chamber City Hall

**CALENDAR OF COUNCIL, CABINET & COMMITTEE MEETINGS
JUNE TO AUGUST 2015**

June 2015				
Mon	01			-
Tue	02	Licensing Committee (if required)	10.00am	Committee Room 1
Tue	02	Public Protection Committee	10.30am	Committee Room 1
Wed	03	Policy Review and Performance Scrutiny Committee	4.30pm	Committee Room 4
Thu	04	Community and Adult Services Scrutiny Committee	4.30pm	Committee Room 4
Fri	05	Economy and Culture Scrutiny Committee	4.30pm	Committee Room 4
Mon	08			
Tue	09	Children and Young People Scrutiny Committee	2.30pm	Committee Room 4
Tue	09	Environmental Scrutiny Committee	4.30pm	Committee Room 1
Wed	10	Democratic Services Committee	10.30am	Committee Room 4
Wed	10	Constitution Committee	5.00pm	Committee Room 4
Thu	11	Cabinet	4.00pm	City Hall
Fri	12			
Mon	15			
Tue	16			
Wed	17	Planning Committee (DC)	2.30pm	Committee Room 4
Thu	18			
Fri	19			
Mon	22	Audit Committee	2.30pm	Committee Room 4
Tue	23			
Wed	24			
Thu	25	Council	4.30pm	City Hall
Fri	26	Glamorgan Archives Joint Committee	2.00pm	
Mon	29			
Tue	30			
July 2015				
Wed	01			-
Thu	02	Cabinet	3.30pm	City Hall
Fri	03			-
				-

Mon	06			
Tue	07	Licensing Committee	10.00am	Committee Room 1
Tue	07	Public Protection Committee	10.30am	Committee Room 1
Tue	07	Policy Review and Performance Scrutiny Committee	4.30pm	Committee Room 4
Wed	08	Community and Adult Services Scrutiny Committee	4.30pm	Committee Room 4
Thu	09	Economy and Culture Scrutiny Committee	4.30pm	Committee Room 4
Fri	10			
Mon	13			
Tue	14	Children and Young People Scrutiny Committee	4.30pm	Committee Room 4
Tue	14	Environmental Scrutiny Committee	4.30pm	Committee Room 1
Wed	15	Corporate Parenting Advisory Committee	4.30pm	Committee Room 4
Thu	16	Cabinet	3.30pm	City Hall
Fri	17			
Mon	20			
Tue	21	Standards & Ethics Committee	4.30pm	Venue to be confirmed
Wed	22	Planning Committee (DC)	2.30pm	Committee Room 4
Thu	23	Council	4.30pm	City Hall
Fri	24			
Mon	27			
Tue	28			
Wed	29			
Thu	30			
Fri	31			
August 2015				
Mon	03			
Tue	04	Licensing Committee	10.00am	Committee Room 1
Tue	04	Public Protection Committee	10.30am	Committee Room 1
Wed	05			
Thu	06			
Fri	07			
Mon	10			
Tue	11			
Wed	12	Planning Committee (DC)	11.00am	Committee Room 4
Thu	13			

Fri	14			
Mon	17			
Tue	18			
Wed	19			
Thu	20			
Fri	21			
Mon	24			
Tue	25			
Wed	26			
Thu	27			
Fri	28			
Mon	31	Bank Holiday		