

MINUTES

CABINET MEETING: 15 FEBRUARY 2018

Cabinet Members Present: Councillor Huw Thomas (Leader)
Councillor Peter Bradbury
Councillor Susan Elsmore
Councillor Russell Goodway
Councillor Graham Hinchey
Councillor Sarah Merry
Councillor Michael Michael
Councillor Lynda Thorne
Councillor Chris Weaver
Councillor Caro Wild

Observers: Councillor Joe Boyle
Councillor Neil McEvoy
Councillor Adrian Robson

Also:

Officers: Paul Orders, Chief Executive
Christine Salter, Section 151 Officer
Davina Fiore, Monitoring Officer
Joanne Watkins, Cabinet Office

Apologies:

74 MINUTES OF THE CABINET MEETING HELD ON 18 JANUARY 2018

RESOLVED: that the minutes of the meeting held on 18 January 2018 be approved.

75 APPLICATION FOR HACKNEY CARRIAGE FARE INCREASE

Following the report considered by Cabinet on 14 December 2017 in relation to an application put forward by Dragon Taxis to vary the current hackney carriage fares in Cardiff, Cabinet received a further report outlining the objections received during the statutory public notice period. It was noted that 3 objections were received.

RESOLVED that:

1. the contents of the report and representations received in Appendix B in consideration of the decision taken by Cabinet on the 14 December 2017 to amend the table of fares be noted.
2. the application submitted by Dragon Taxis with an implementation date of 12 March 2018 be approved.

76 REVIEW OF HOUSEHOLD WASTE RECYCLING CENTRE PROVISION

Cabinet considered a report seeking authority to explore the business case for the provision of additional Household Waste Recycling Centres (HWRC). The report outlined the need to review provision in the context of the future growth of the city.

RESOLVED that:

1. the preparation of a business case relating to the potential future requirement for additional HWRC services in Cardiff be authorised and that the findings of the business case be presented to a future Cabinet meeting for consideration.
2. a site options appraisal commence to identify a preferred location for potential future provision of additional HWRC facilities and the findings be presented to a future Cabinet meeting for consideration.

77 BUDGET 2018/19

Appendix 11(d) is exempt from publication because it contains information of the kind described in paragraphs 14 and 21 of parts 4 and 5 of Schedule 12A to the Local Government Act 1972

The Cabinet considered the budget proposals for 2018/19 prior to recommending them to full Council.

RESOLVED that having taken account of the comments of the Corporate Director Resources in respect of the robustness of the budget and the adequacy of reserves as required under Section 25 of the Local Government Act 2003, and having considered the responses received to the Budget Consultation Council be recommended to:

- 1.0 Approve the Revenue, Capital and Housing Revenue Account budgets including all proposals and increasing the Council Tax by 5.0% as set out in this report and that the Council resolve the following terms.
- 2.0 Note that at its meeting on 14 December 2017 the Council calculated the following amounts for the year 2018/19 in accordance with the regulations made under Section 33(5) of the Local Government Finance Act 1992:-
 - a) 143,453 being the amount calculated in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) (Wales) Regulations 1995, as amended, as its Council Tax base for the year.

b) Lisvane	2,350
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Pentyrch	3,263
Radyr	3,709
St. Fagans	1,311
Old St. Mellons	1,543
Tongwynlais	823

being the amounts calculated in accordance with Regulation 6 of the Regulations as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which special items relate.

2.1 Agree that the following amounts be now calculated by the County Council of the City and County of Cardiff for the year 2018/19 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:-

- a) Aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (d) (including Community Council precepts totalling £366,815). £1,007,699,815
- b) Aggregate of the amounts which the Council estimates for items set out in Section 32(3)(a) and (c). £401,119,579
- c) Amount by which the aggregate at 2.1(a) above exceeds the aggregate at 2.1(b) above calculated in accordance with Section 32(4) as the budget requirement for the year. £606,580,236
- d) Aggregate of the sums which the Council estimates will be payable for the year into its Council Fund in respect of Revenue Support Grant, its council tax reduction scheme, redistributed Non-Domestic Rates. £440,946,781
- e) The amount at 2.1(c) above less the amount at 2.1(d) (net of the amount for discretionary relief of £350,000), all divided by the amount at 2.0(a) above, calculated in accordance with Section 33(1) as the basic amount of Council Tax for the year. £1,157.06
- f) Aggregate amount of all special items referred to in Section 34(1). £366,815
- g) Amount at 2.1(e) above less the result given by dividing the amount at 2.1(f) above by the amount at 2.0(a) above, in accordance with Section 34(2) of the Act, as the basic amount of Council Tax for the year for dwellings in those parts of the area to which no special items relate. £1,154.50
- h) The amounts given by adding to the amount at 2.1(g) above the amounts of special items relating to dwellings in those parts of the Council's area mentioned below, divided in each case by the amount at 2.0(b) above, calculated in accordance with Section 34(3) as the basic amounts of Council Tax for the year for dwellings in those parts of the area to which special items relate.

	£
Lisvane	1,168.97
Pentyrch	1,198.32
Radyr	1,187.37
St. Fagans	1,168.23
Old St. Mellons	1,173.88
Tongwynlais	1,178.80

- i) The amounts given by multiplying the amounts at 2.1(g) and 2.1(h) above by the number which in the proportion set out in the Council Tax (Valuation Bands) (Wales) Order 2003 is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D calculated in accordance with Section 36(1) of the Act as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

Area	A £	B £	C £	D £	E £	F £	G £	H £	I £
Lisvane	779.31	909.19	1,039.08	1,168.97	1,428.73	1,688.51	1,948.27	2,337.93	2,727.58
Pentyrch	798.88	932.03	1,065.18	1,198.32	1,464.61	1,730.91	1,997.20	2,396.64	2,796.08
Radyr	791.57	923.51	1,055.44	1,187.37	1,451.22	1,715.09	1,978.94	2,374.73	2,770.52
St. Fagans	778.81	908.62	1,038.42	1,168.23	1,427.83	1,687.44	1,947.04	2,336.45	2,725.86
Old St. Mellons	782.58	913.01	1,043.44	1,173.88	1,434.73	1,695.60	1,956.46	2,347.75	2,739.03
Tongwynlais	785.86	916.84	1,047.82	1,178.80	1,440.75	1,702.71	1,964.66	2,357.59	2,750.52
All other parts of the Council's Area	769.66	897.94	1,026.22	1,154.50	1,411.05	1,667.61	1,924.16	2,308.99	2,693.82

- 2.2 Note that for the year 2018/19, the Police and Crime Commissioner for South Wales has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwelling shown below:-

VALUATION BANDS

A £	B £	C £	D £	E £	F £	G £	H £	I £
155.68	181.63	207.57	233.52	285.41	337.31	389.20	467.04	544.88

- 2.3 Having calculated the aggregate in each case of the amounts at 2.1(i) and 2.2 above, the County Council of the City and County of Cardiff in accordance with Section 30(2) of the Local Government Finance Act 1992 hereby sets the following amounts as the amounts of Council Tax for the year 2018/19 for each of the categories of dwellings shown below:-

Area	Part of Council's Area								
	VALUATION BANDS								
	A	B	C	D	E	F	G	H	I
£	£	£	£	£	£	£	£	£	£
Lisvane	934.99	1,090.8	1,246.6	1,402.4	1,714.1	2,025.8	2,337.4	2,804.9	3,272.4
		2	5	9	4	2	7	7	6
Pentyrch	954.56	1,113.6	1,272.7	1,431.8	1,750.0	2,068.2	2,386.4	2,863.6	3,340.9
		6	5	4	2	2	0	8	6
Radyr	947.25	1,105.1	1,263.0	1,420.8	1,736.6	2,052.4	2,368.1	2,841.7	3,315.4
		4	1	9	3	0	4	7	0
St. Fagans	934.49	1,090.2	1,245.9	1,401.7	1,713.2	2,024.7	2,336.2	2,803.4	3,270.7
		5	9	5	4	5	4	9	4
Old St. Mellons	938.26	1,094.6	1,251.0	1,407.4	1,720.1	2,032.9	2,345.6	2,814.7	3,283.9
		4	1	0	4	1	6	9	1
Tongwynlais	941.54	1,098.4	1,255.3	1,412.3	1,726.1	2,040.0	2,353.8	2,824.6	3,295.4
		7	9	2	6	2	6	3	0
All other parts of the Council's Area	925.34	1,079.5	1,233.7	1,388.0	1,696.4	2,004.9	2,313.3	2,776.0	3,238.7
		7	9	2	6	2	6	3	0

- 2.4 Authorise the Corporate Director Resources to make payments under Section 38 of the Local Government (Wales) Act 1994 from the Council Fund by equal instalments on the last working day of each month from April 2018 to March 2019 in respect of the precept levied by the Police and Crime Commissioner for South Wales in the sum of £33,499,401.

- 2.5 Agree that the Common Seal be affixed to the said Council Tax.

- 2.6 Agree that the Common Seal be affixed to precepts for Port Health Expenses for the period 1 April 2018 to 31 March 2019 namely

	£
County Council of the City and County of Cardiff	113,773
Vale of Glamorgan County Borough Council	12,827

- 2.7 Agree that notices of the making of the said Council Taxes signed by the Chief Executive be given by advertisement in the local press under Section 38(2) of the Local Government Finance Act 1992.

- 3.0 Approve the Prudential Indicators for 2018/19, 2019/20 & 2020/21 delegating to the Section 151 Officer the authority to effect movement between the limits for borrowing and long term liabilities within the limit for any year.
- 4.0 Approve the Treasury Management Strategy for 2018/19 in accordance with the Local Government Act 2013 and the Local Authority (Capital Finance & Accountancy) (Wales) Regulations 2003 and subsequent amendments.
- 5.0 Approve the Minimum Revenue Provision Policy for 2018/19.
- 6.0 Authorise the Section 151 Officer to raise such funds as may be required to finance capital expenditure by temporary or long term borrowing within the limits outlined in the strategy above and to bring forward or delay schemes within the Capital Programme.
- 7.0 Maintain the current Council Tax Reduction Scheme as set out in the report.
- 8.0 Delegate authority to the Director of Education & Lifelong Learning, in consultation with the Cabinet Members for Education, Employment & Skills and Finance, Modernisation & Performance, the Corporate Director Resources and Director of Governance & Legal Services, to determine all aspects of the procurement process, including, for the avoidance of doubt, development of all procurement documentation and selection and award criteria, commencement of procurement through to award of contracts, for specific 21st Century Schools Band B proposals in line with the thresholds set out in this report.

RESOLVED: that having taken account of the comments of the Section 151 Officer in respect of the budget and the adequacy of reserves as required under Section 25 of the Local Government Act 2003 and having considered the responses to the Budget Consultation is recommended to:

- 9.0 the changes to fees and charges as set out in Appendix 11(a), 11(c) & 11(d) to this report be approved.
- 10.0 Authority be delegated to the appropriate Director in consultation with the relevant Cabinet Member, S151 Officer and the Cabinet Member for Finance, Modernisation & Performance to amend or introduce new fees and charges during the year.
- 11.0 that the rents of all Housing Revenue Account dwellings (including hostels and garages) be increased having taken account of WG guidance.
- 12.0 all service charges and the management fee for leaseholders as set out in Appendix 11(b).
- 13.0 all Housing Revenue Account rent increases take effect from 2 April 2018.
- 14.0 the work undertaken to raise awareness of the financial resilience of the Council be recognised and the steps taken within the budget to improve this position be approved.

- 15.0 the financial challenges facing the Council as set out in the Medium Term Financial Plan be recognised and note the opportunities for savings over the medium term.

78 BUDGET MONITORING - MONTH 9 REPORT

The Cabinet received an update on the financial monitoring position for the authority based on the first nine months of the financial year. It was reported that the month nine revenue monitoring for the Council shows a balanced position which is in line with the position reported at month six. There have however been changes within the overall position including an increase in the overspend on directorate budgets as a result of further pressures on the Children's Services budgets within Social Services, an increase in the projection for capital financing costs and a reduced surplus on Council Tax collection. These have been offset by a further increase in NDR refunds on Council properties and by an increase in the projected saving on insurance budgets in the current year.

RESOLVED that;

1. the potential outturn position based on the first nine months of the financial year be noted.
2. the requirement for all directorates currently reporting overspends as identified in this report to take actions to reduce their projected overspends be reinforced.

79 QUARTER 3 PERFORMANCE REPORT

The Cabinet received the Council's performance report for Quarter 3 (October to December) of the 17-18 financial year. The report included an analysis of performance by directorate together with an overview of corporate performance including sickness absence rates, personal review compliance, Freedom of Information requests and Customer satisfaction. It was noted that 59% of Corporate Plan commitments are Green..

RESOLVED that

the current position regarding performance, the delivery of key commitments and priorities as at Quarter 3, and the action being taken to the challenges facing the Council be noted.

80 SOCIALLY RESPONSIBLE PROCUREMENT POLICY

Cabinet considered a report outlining a proposal for a Socially Responsible Procurement Policy. The policy aims to provide an over-arching framework for the delivery of three Welsh Government Initiatives; Community Benefits, Code of Practice Ethical Employment in Supply Chains and the Chart for SME Friendly procurement and also delivers one of the Council's own commitments as set out in the Capital Ambition.

The policy seeks to ensure that local people and local communities benefit when the Council spends money on goods and services and demonstrate the Council's commitment to ethical employment and ensuring that it maximises the economic, social, environmental and cultural well-being that it delivers through its procurement.

RESOLVED that

1. Socially Responsible Procurement Policy be approved.
2. the Socially Responsible Procurement Policy also acts as the Council's Ethical Employment Policy for the Council's supply chains.

81 **CORPORATE LAND & PROPERTY MANAGEMENT PLAN 2018/19**

Cabinet received the Corporate Land & Property Management Plan (CLPMP) for 2018/19. The CLPMP is an annual document which serves as the implementation for the Corporate Property Strategy. The annual targets within the CLPMP contribute towards the five year targets in the Property Strategy and sets out objectives for the operational estate. Its sets out key data, reinforces overarching principles for the strategy of the estate, outlines what is planned for the year ahead, and provides explicit targets relating to the reduction in the size and cost of the estate.

RESOLVED that the 2018/19 Corporate Land & Property Management Plan attached at Appendix 1 to the report be approved.

82 **INDOOR ARENA**

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

Cabinet considered a report detailing the results of a site appraisal exercise to identify the preferred location for the delivery of the indoor arena project. It was noted that feasibility work on the preferred location including detailed financial appraisal and due diligence was required and that this will inform the development of a delivery strategy which will be presented back to Cabinet for consideration in the spring/summer of this year.

RESOLVED that

the preferred location for the indoor arena project as set out in this report be approved and authority be delegated to the Director of Economic Development in consultation with the Cabinet Member for Investment & Development and the Section 151 Officer and the Monitoring Officer to:

- (i) Develop a detailed delivery strategy for the indoor arena project including detailed financial implications for the Council and to return to Cabinet for authority to proceed.

- (ii) As part of (i) above, negotiate terms for the acquisition of land not currently in Council ownership shaded red on the site plan attached at Appendix 5 and to return to Cabinet for authority to proceed to purchase the site.

83 LAND ADJACENT TO JUNCTION 30 OF THE M4

Appendices 3 and 4 of this report are not for publication as they contain exempt information of the description contained in paragraphs 14 of part 4 and paragraph 21 of part 5 of Schedule 12A of the Local Government Act 1972.

Cabinet considered a report detailing proposals to purchase land located adjacent to Junction 30 of the M4. It was noted that it is intended that the site would be used to future proof the provision of a number of key Council services as the city's population continues to grow through the development of the strategic housing sites in north Cardiff.

RESOLVED that the purchase of the site adjacent to Junction 30 of the M4 as outlined at Appendix 1 be agreed.

84 PASSENGER TRANSPORT PROVISION

Appendix 2 of this report is exempt from publication pursuant to paragraph 16 of Part 4 of Schedule 12A to the Local Government Act 1972

Cabinet considered a report detailing a strategy to tender new contracts related to Passenger Transport Services. Passenger Transport Services provides a transport service for a number of service areas in the Council including Education, Adult Services and Children Services. It was noted that the Council has a statutory duty to provide services that include but are not limited to Home to School Transport, Dedicated School Bus Services and Additional Learning Needs Transport.

RESOLVED that

1. the proposed overarching strategy to procure Passenger Transport Contracts for 7 years valued at £49M via a Dynamic Purchasing System be authorised.
2. authority be delegated to the Director Planning, Transport and Environment in consultation with the Cabinet Member for Strategic Planning and Transport, the Section 151 Officer and the Director of Law and Governance to carry out all aspects of the procurement, without limitation to include:
 - i. approving the establishment of a new Dynamic Purchasing System (DPS)
 - ii. approve the tender evaluation criteria to establish the new DPS
 - iii. appointing new providers to the newly established DPS subsequent to them meeting the selection criteria as stated by the Council
 - iv. further delegate authority to award contracts that are required during the life of the newly established DPS, such further delegations to be in accordance with the Council's Scheme of Delegations
 - v. to deal with all associated matters which pertain to the making of any short term extensions of individual contracts that may be required until new contracts are procured under the newly established DPS

The delegation sought is wide and includes, but is not limited to, the following aspects of the procurement process:

- (a) Approving commencement of a new DPS using the rules of a Modified Restricted Tendering Procedure.
- (b) Agree the use of a combination of mileage based and reverse e-auctions to allocate specific routes to the most competitive price offered through the DPS.
- (c) Appoint new service providers onto the DPS, subsequent to them meeting the selection criteria as stated by the Council in the tender documentation, as and when required.
- (d) Thereafter, for the Director to further delegate the authority to award contracts that are required during the life of the DPS, such further delegations to be in accordance in the Council's Scheme of Delegation.
- (e) If, for any technical reason, it is not possible to use a fully electronic system (DPS), to carry out the procurement by any other means (non E-procurement approach) and manage the contractual arrangements put in place.