

# **FORWARD PLAN OF PROPOSED CABINET BUSINESS**

**PERIOD: NOVEMBER 2023 - FEBRUARY 2024**

**SUMMARY OF ANTICIPATED DECISIONS TO BE TAKEN AT CABINET MEETINGS**

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

Report Title	Summary of Issues & Proposed Recommendation	Scrutiny Traffic light status	Consultees	Decision Maker
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**December**

**Climate Change**

Annual Air Quality Monitoring Report	This is the annual statutory report which outlines the results of air quality monitoring undertaken on behalf of Cardiff Council by Shared Regulatory Services. The report also provides an update on the implementation of measures as part of the city wide Air Quality Action Plan and will also provide an update to the implementation of the Clean Air Plan to demonstrate compliance on Castle Street.	GREEN		Cabinet
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**Finance, Modernisation & Performance**

Counter-Fraud and Corruption Strategy and Operational Policies update	<p>Since the launch of the Council's Counter-Fraud and Corruption Strategy in 2019, the Council's Senior Management Team has participated in Fraud and Corruption Tracker assessments, mandatory fraud awareness training has been launched and completed across the organisation via eLearning for PC users and face-to-face training for the remaining workforce, with targeted publicity campaigns across the organisation to support fraud awareness and vigilance.</p> <p>To support the Council to tackle fraud, it is vital that we all keep up to date on the risk of fraud, bribery and corruption and that we do all we can to prevent and detect it. The Strategy has been updated to include enhanced oversight, by introducing a Counter-Fraud Oversight Board, a commitment to continued fraud risk assessment and assurance, further communication and refreshed fraud awareness training. A small number of Counter-Fraud Operational Policies have also been refreshed.</p>	GREEN		Cabinet
Cardiff Council Mid-year Performance	This report presents a summary of the Council's performance for first half of the 2023/24 financial year, providing Cabinet with an	RED		Cabinet

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Report	opportunity to review performance, consider any emerging issues, and direct any remedial actions considered necessary			
Corporate Risk Register – Mid Year Review 2023/24	The report will inform the Cabinet of the key risks facing the Council. The Cabinet will have last sighted the Corporate Risk Register (CRR) at a Cabinet Meeting in September 2023 (this was the Q4 2022/23 update). Senior officers review the document quarterly and the Cabinet once every 6 months.	AMBER		Cabinet
Calculation of Council Tax Base 2024/25	The Council has a statutory obligation to agree the Council Tax base by 31 <sup>st</sup> December each year. This decision has been delegated to the Cabinet.	GREEN		Cabinet
Review of Fair Work (Long Term Agency Worker) Policy	The Fair Work (Long Term Agency Worker) Policy was agreed by Cabinet in July 2022. As part of this agreement a review timetable was put in place to ensure that the Policy continued to meet the Fair Work definition including: fair reward; employee voice and collective representation; security and flexibility; opportunity for access, growth and progression; safe, healthy and inclusive working environment, legal rights respected and given substantive effect.	GREEN		Cabinet

### Housing & Communities

Council Homes - Rent Setting Proposals 2024/2025	A Social Housing Rent Policy was introduced in 2020/2021. This allows for a maximum rent increase of September CPI + 1%. This policy was for 5 years and will therefore expire in 2024/2025. If CPI is above 3%, the Welsh Government Minister will be required to decide about any rent increase that can be applied.	AMBER		Cabinet
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	<p>When deciding on whether to apply the increase, consideration must be given to the value for money and affordability for tenants. Any possible cost efficiencies that can be made on the Housing Revenue Budget must also be considered.</p> <p>The introduction of the Renting Homes Wales Act (2016) on 1<sup>st</sup> December 2022, stipulated that 2 months' notice must be given to contract holders (tenants) before amending any rents. Until last year, rents used to be set as a part of the February budget process, however, due to the 2 months' notice now required a separate Cabinet decision must be made.</p> <p>The cabinet report will lay out the proposal for setting rents in considering affordability, value for money and any savings identified.</p>			
Housing Emergency in Cardiff	<p>A combination of many factors including, changes in the housing market, changes in legislation and the cost-of-living crisis have led to a housing crisis in Cardiff. Temporary accommodation is full, and as a result of this a significant number of emergency accommodation units are currently being utilised by families and single people.</p> <p>This report will lay out the current and anticipated further increase in demand, set out our immediate and longer-term response, detailing innovative proposals to substantially increase the number of new build temporary accommodation units across the city, and propose necessary policy changes</p>	AMBER		Cabinet

**Social Services**

Review of Care	The report set out proposals for the of development of the Cardiff	AMBER		Cabinet
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Home Market	care home market, and will cover: <ul style="list-style-type: none"> <li>• Analysis of care home market in respect of sufficiency and sustainability and how well placed the market is to meet Adult Services current and future commissioning priorities .</li> <li>• Preliminary findings from an analysis of the cost of care exercise for older peoples' care home placements and the anticipated impact on the development of a new fee setting strategy.</li> <li>• The recommended approach to commissioning care home placements including an options appraisal of the different commissioning models.</li> <li>• An update on the development work undertaken to improve the quality of care home provision.</li> </ul>			
Development of an Independent Living Wellbeing Centre	The report will bring forward proposals for the development of an Indep and Wellbeing Centre (to include new warehouse facilities for Joint Equi new smart house and multi-agency hub). This is in line with Cardiff's Ag Strategy. The report will set out the details of the proposal and business new building.	AMBER		Cabinet

**8 January**

**Finance, Modernisation & Performance**

2024-25 Budget Proposals for Consultation	To consider Budget proposals for consultation.	GREEN		Cabinet
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**18 January**

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### Scrutiny Matters

To Receive the Joint Task and Finish Inquiry Report on the Replacement LDP	To Receive the Joint Task and Finish Inquiry Report on the Replacement LDP			Cabinet
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### Leader

Shared Prosperity Fund Update	The report will provide an update on the Shared Prosperity Fund in Cardiff and outline the strategy for the last financial year.	AMBER		Cabinet
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### Climate Change

Re-balancing Recycling	To deliver the Recycling Strategy 2022-25 – Cleaner and Greener with the aim to improve Recycling Performance for Cardiff	AMBER		Cabinet
One Planet Cardiff - Annual Review	To feed back on the progress of the strategy, to report annual carbon reduction statistics over the course of the previous year, and to update and refine the delivery and action plan for the coming period	AMBER		Cabinet

### Culture, Parks & Events

Response to the Economy & Culture Scrutiny Committee Inquiry entitled "Museum of Cardiff"	Cabinet response to the Economy & Culture Scrutiny Committee Inquiry into Museum of Cardiff.			Cabinet
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### Education

School Organisation Planning: Primary School Places to serve Cathays and parts of Gabalfa, Heath, Llandaff North and Plasnewydd	Further to the Cabinet Decision on 19 October 2023 it was agreed that prior to implementation of the proposals, a further report will be provided to the Cabinet providing details of any objections received, the proposed responses to those objections and recommendations for implementation or otherwise of the proposals, and sources of funding for the full set of proposals.	AMBER		Cabinet
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### Finance, Modernisation & Performance

Non-Domestic Rates - Write Offs	The purpose of the report will be to obtain formal authorisation to write off National Non-Domestic Rate debts which are in excess of £100,000 in value. The request is made in accordance with Part 3, section 2, of the Cardiff Council Constitution, Executive Decision making function number 20. The debts to be written off exceed the level at which officers have delegated powers to deal with, and therefore authorisation is required from the Executive.	GREEN		Cabinet
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### Investment & Development

City Hall (Core Office Full Business Case - Update)	To provide an update on the development of the Core Office Full Business Case, including: <ul style="list-style-type: none"> <li>the outcome of the Core Office Requirements Gathering Exercise</li> <li>the outcome of the soft marketing exercise for City Hall</li> <li>an update on the heating solution for City Hall</li> <li>the presentation of options for City Hall maintenance and repair.</li> </ul>	AMBER		Cabinet
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ISV Update	To conclude the delivery vision and delivery plan for the sports infrastructure at ISV.	AMBER		Cabinet
REFIT:4 2023/24	Strategy outlining energy efficiency physical interventions within the Built Environment using the REFIT model.	GREEN		Cabinet
Atlantic Wharf Update	To present the outline business case for the future of the Red Dragon Centre Site at Atlantic Wharf and review the market engagement.	AMBER		Cabinet

### Tackling Poverty, Equality & Public Health

Participation Strategy 2023-27	The Participation Strategy 2023-27 seeks to improve engagement with seldom heard voices and to amplify the voices of people who are currently less likely to get involved in the decision-making process. It is made up of two parts; part one focuses on Consultation and Engagement to Promote Citizen Voice in Decision-making and part two focuses on Promoting Participation in the Democratic Process. Each part is followed by an action plan. The strategy is a requirement of the Local Government and Elections (Wales) Act 2021.	AMBER	A public consultation will take place during August and September 2023 including a survey available in five languages (online and hard copy) and focus groups with under-represented groups.	Cabinet
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### Transport & Strategic Planning

The City Parking Plan	The Transport White Paper provided a commitment to <i>“introducing a comprehensive approach to parking across the whole city, including addressing unmanaged street parking in areas where local residents are regularly inconvenienced”</i> (Section 4.1). The <i>“City Parking Plan”</i> has been	AMBER		Cabinet
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Report Title	Summary of Issues & Proposed Recommendation	Scrutiny Traffic light status	Consultees	Decision Maker
	developed to meet this commitment.			
Shared Regulatory Service Annual Report 2022-23	<p>To provide a briefing to Cabinet on the Shared Regulatory Services Annual Report for 2022-23.</p> <p>To comply with Clause 5.6 of the revised SRS Joint Working Agreement; this enables the Cabinet to receive the SRS Annual Report 2022-23 for information purposes.</p>	GREEN		Cabinet

## February

### Leader

Corporate Plan 2024-27	To enable the Cabinet to consider the draft Corporate Plan for 2024-27 and recommend it to Council for approval.	RED		Council Cabinet
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## Education

Cardiff School Organisation Planning and Investment Strategy	<p>At its meeting on 19 January 2023, the Cabinet received a report which outlined the challenges and opportunities facing Cardiff in the development of the education estate.</p> <p>It was agreed at this meeting it be agreed that officers bring forward a School Organisation Strategy within the next financial year that leads to priority projects against the new rolling programme of funding of the Sustainable Communities for Learning.</p> <p>The detail of the strategy will be set out in this report along with the timeframe for associated work to inform the Sustainable Communities for Learning bid and proposed catchment arrangements.</p>			Cabinet
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### Finance, Modernisation and Performance

Budget Monitoring Month 9	The report will outline the overall financial monitoring position of the Council revenue and capital accounts. This will include an analysis of key variances nine months of the financial year.	GREEN		Cabinet
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### March

### Culture, Parks & Events

Fields In Trust	<p>Fields in Trust is a registered charity that protects, supports and champions parks and green spaces. The charity works to protect parks, playing fields and open spaces in perpetuity through legal agreements with landowners most commonly the local authorities.</p> <p>The Council currently has ten sites that it has entered into protection with the charity under agreements. These being Heath Park, Roath Recreation Ground, Moorland Park, Llanishen Park, Pontprennau Playing Fields, Pontcanna Field, Hywel Dda Open Space and Rumney Recreation Ground.</p> <p>Through the proposed report the Council will be looking to put a further tranche of site, to be confirmed, in trust.</p>	GREEN		Cabinet
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### Education

School Admission Arrangements		AMBER		Cabinet
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2025/26	<p>In accordance with Section 89 of the School Standards and Framework Act Education (Determination of Admission Arrangements) (Wales) Regulations required to review the School Admission Policy annually.</p> <p>The School Admission Arrangements must be determined for implementation 2024.</p> <p>This report summarises the views expressed during the consultation with regard to regarding how to proceed.</p>			

### Finance, Modernisation & Performance

Budget Report 2024/25	This report will deal with the budget setting for the 2024/25 budget. The report will highlight issues known once the settlement is provided.	GREEN		Cabinet
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### Housing & Communities

Housing Revenue Account (HRA) Business Plan 2024/25	<p>Issues covered in the HRA Business Plan are to:</p> <ul style="list-style-type: none"> <li>• set out the authority's purpose or mission as a social housing landlord;</li> <li>• set out objectives and standards for the service;</li> <li>• plan how to achieve the objectives and standards set out (the strategies);</li> <li>• plan resource and financial requirements;</li> <li>• provide a framework for monitoring and evaluating the progress of the housing 'business';</li> <li>• communicate the authority's plans to its tenants, Welsh Government, other key stakeholders, partners and the wider community.</li> </ul> <p>The report is proposing to;</p>	GREEN		Cabinet
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	<ul style="list-style-type: none"> <li>• encourage more efficient use of housing assets;</li> <li>• increase the transparency of the HRA;</li> <li>• assist authorities in planning their housing management strategy;</li> <li>• put authorities' housing accounts onto a more business-like basis.</li> </ul>			

### Housing & Communities and Tackling Poverty, Equality & Public Health

City Centre Youth Hub	<p>Feasibility work is taking place to scope the potential for an integrated hub for young people which will bring local authority and partner services together in one location, to provide a wide range of advice, information and support for young people.</p> <p>A range of potential locations for this facility have been researched in recent years including refurbishing the Grassroots building on Charles Street. A potential building, number 28, The Parade is currently being investigated for consideration. The site comprises a 4-storey main building (Grade-II listed), a 2-storey annex and outside space. The buildings are generally in a poor state of repair, particularly the main building.</p>	AMBER		Cabinet
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### Tackling Poverty, Equality & Public Health

Strategic Equality Plan 2024-28	Review and revise Strategic Equality Plan, 2020-24. To ensure compliance with The Public Sector Equality Duty, specific to Wales, the Council is required to develop and publish a strategic equality plan, every four years.	AMBER		Cabinet
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### Transport & Strategic Planning

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Biodiversity and Resilience of Ecosystems Duty (BRED) Forward Plan				Cabinet
Delivering a Bus Priority Network for Cardiff	There is a need for Cardiff to have a bus priority strategy that aligns with the network aspirations in the Transport White Paper. The bus network also required mapping to identify key corridors, routes and infrastructure items that can be used to form a programme for bus priority delivery.			Cabinet