

# **FORWARD PLAN OF PROPOSED CABINET BUSINESS**

**PERIOD: SEPTEMBER 2019 - DECEMBER 2019**

**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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**September 2019**

**Leader**

Assistant Cabinet Members	To appoint Assistant Cabinet Members	Green		Cabinet
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**Clean Streets, Recycling & Environment**

Biodiversity and Resilience of Ecosystems (BRED) Duty	<p>Public bodies such as Cardiff Council have a new statutory under Section 6 of the Environment (Wales) Act 2016. The new duty is a requirement to <i>'seek to maintain and enhance biodiversity'</i> in the exercise of their functions, and in doing so to <i>'promote the resilience of ecosystems'</i>. This is known as the Biodiversity and Resilience of Ecosystems Duty or 'BRED' for short.</p> <p>To aid compliance with this duty, the Environment Act requires Cardiff Council to prepare and publish a plan setting out how it proposes to comply with this new duty. This is referred to as the 'BRED Forward Plan'. Current guidance from Welsh Government is that this Forward Plan need not be a standalone document, but that it can be incorporated into other plans or strategies. Subsequently, during 2019 the Council is required to publish a report setting out what it has done to comply with this duty.</p>	Amber/Amber		Cabinet
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**Finance, Modernisation & Performance**

Tender for Supply of liquid Fuel for Cardiff	To undertake a tender for the procurement of liquid fuel (diesel) off lot 1 of the NPS framework. The value of the agreement is approximately 8 million (2 million annually)	Green/Gwyrd		Cabinet
Q1 Performance	To consider the Q1 Performance information for 2019/20	Green		Cabinet

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Month 4 Budget Monitoring	To receive the budget monitoring information for month 4 of 2019/20	Green		Cabinet

### Housing & Communities

Council strategy to deliver the buy-backs scheme.	Approve the updated programme & budget requirements to buy-back properties from the market for council housing provision.	Green		Cabinet
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### Strategic Planning & Transport

Street Naming Policy	A Street Naming Policy to provide advice and guidance to developers and existing property owners, setting out how the Council controls the naming and numbering of streets and properties under the provisions of the Public Health Act 1925 – Sections 17 to 19. In line with the Council’s commitment to the Welsh Language Standards, there are important Welsh Language considerations in relation to new street names. The policy set out in the document is that for new street names, a Welsh name should be adopted which is “consistent with the local heritage and history of the area”. This will also remove the need for English to Welsh translations for street names. The policy also sets out the corporate requirements around the Corporate Address Gazetteer, which is the primary address register used in the delivery of Council services. The Draft Street Naming Policy was approved for consultation in November. The subsequent public consultation received 2,248 responses.	Amber/Amber		Cabinet
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**October 2019**

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### Clean Streets, Recycling & Environment

Cabinet Response to the Environmental Scrutiny Report entitled 'Litter and Flytipping in Cardiff'	The report will contain the Cabinet's response to the recommendations of the Environmental Scrutiny Committee's report entitled 'Litter and Flytipping in Cardiff'	Green/Gwyrdd		Cabinet
Future roll out of the separate glass collection service	To update on the Cabinet on progress of the separate glass collection pilot and recommend a city wide expansion of the recycling service.  The report outlines the results and feedback from the pilot and also the expansion proposal and timeline.	Amber/Amber		Cabinet

### Culture & Leisure

Cardiff Music Strategy	The report will agree the next steps for establishing a Cardiff Music Strategy Board to oversee the implementation of the Music Strategy	Amber/Amber		Cabinet
New Theatre	To outline a new approach to operating the New Theatre.	Amber/Amber		Cabinet

### Education, Employment & Skills

Cardiff 2030 Vision and Strategy	The current strategy for education and learning in Cardiff was launched in June 2016: 'Cardiff 2020'. The collective commitment to improving education in Cardiff over the last five years has had a significant impact. Over the next 10 years to 2030 will need to both build on this work and develop new approaches to realising the full potential of the education system in Cardiff by 2030.	Green		Cabinet
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	The Cardiff 2030 vision and strategy will set out this ambition and the goals to be achieved in realising it.			

### Finance, Modernisation & Performance

Fleet Replacement of Refuse & Hook Lift Vehicles	To agree the required finance route and fleet replacement plan for Waste Management's Fleet of Refuse vehicles & Hook Loaders. Approximate contract value £11 million.	Amber		Cabinet
Supply of bunkered Fuel for Cardiff Council	To run mini competition via NPS framework NPS -0093-018. This will be done via lot 1 for the approximate contract value of 6.4 million over 4-year term	Green		Cabinet

### Investment & Development

Presentation of the new Cardiff East Industrial Strategy	To see seek Cabinet approval for the Cardiff East Industrial Strategy	Amber/Amber		Cabinet
Sports Village	The report will brief Cabinet on progress of the International Sports Village Development and the proposed delivery model for the phase 2 development of the site.	Amber/Amber		Cabinet
Indoor Arena	In order to progress the Indoor Arena approval is required to acquire the appropriate land interest to support the development.	Amber/Amber		Cabinet

### Strategic Planning & Transport

Third Cardiff Local Development Plan Annual Monitoring Report	The Cardiff Local Development Plan (LDP) was formally adopted by the Council on 28 <sup>th</sup> January 2016. As part of the statutory development plan process the Council is required to prepare an Annual Monitoring Report (AMR) and submit it to Welsh Government by the end of October each	Green/Gwynedd		Cabinet Council
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	year. This report will outline the purpose, key findings and conclusions of the second AMR and seek its endorsement for submission to the Welsh Government by 31 <sup>st</sup> October 2019.			
Cardiff Local Development Plan Full Review	<p>The current Local Development Plan (LDP) was adopted on 28<sup>th</sup> January, 2016 and the purpose of this report is to respond to legislation which requires Local Authorities to undertake a full review of their Local Development Plan (LDP) within 4 years of adoption. Specifically, approval is sought to:</p> <ul style="list-style-type: none"> <li>• Undertake consultation on the draft Cardiff LDP Review Report which proposes that a full revision of the LDP is undertaken through the preparation of a Replacement LDP for the period 2020-2035;</li> <li>• Undertake consultation on the Cardiff Replacement LDP draft Delivery Agreement; and</li> <li>• Report back to Council the findings of the consultation processes and the final Review Report in spring 2020.</li> </ul>	Green		Cabinet Council
National Development Framework Consultation Draft	The Council has been consulted on the consultation draft of the National Development Framework (NDF). This document sets out a spatial strategy for Wales over the period 2020 to 2040 and sets the context for future LDPs in Wales. This report sets out the Council's comments on the consultation draft which is required to be submitted to the Welsh Government by 1 <sup>st</sup> November, 2019.	Green		Cabinet
Local Air Quality Management - Annual Air Quality Progress Report	Under Section 82 of the Environment Act 1995 every local authority has an obligation to regularly review and assess air quality in their areas, and to determine whether or not air quality objectives are likely to be achieved. This report satisfied the above criteria examining results of air quality monitoring undertaken across Cardiff during 2018.	AMBER		Cabinet
Transport and Clean Air White paper	<b>The development of a draft White Paper which is informed by the extensive Transport and Clean Air Green Paper consultation held in Spring 2018. The White Paper will provide</b>	Amber		Cabinet

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	<b>a long term vision for the city's transport network, aligning closely with the ongoing clean air work programme the Council is undertaking with Welsh Government.</b>			
Shared Regulatory Services Annual Report 2018/19	<p>In April 2015 Cardiff Council, Bridgend County Borough Council and the Vale of Glamorgan County Borough Council signed a Joint Working Agreement (JWA) for the provision of regulatory Services across the three Council areas.</p> <p>In accordance with Clause 5.1 of the JWA, the SRS is required to produce an annual report that covers the operational and financial performance of the service for the preceding year.</p>	GWRYDD/ GREEN		Cabinet

## November 2019

### Children & Families

Children's Services Commissioning Placement Strategy	The placement strategy sets out how Cardiff will meet the assessed needs of children looked after to enable them achieve the best possible outcomes by providing them with high quality, cost effective placements, when it is necessary for children to be looked after by Cardiff Council.	Amber/Amber		Cabinet
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### Clean Streets, Recycling & Environment

Food Strategy	Cardiff Council has committed to develop a Food Strategy for the Council. This builds upon citywide work undertaken around the food agenda and Cardiff's current status as a Bronze Sustainable Food City. Cardiff is currently working on becoming a Silver status city and has a goal of seeking to be a Gold awarded city in the medium term. The Council's strategy will consider access to good food for all, food as a driver for prosperity, optimising local growing and smart food systems.	Amber/Amber		Cabinet
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### Education, Employment & Skills

School Organisation Planning: 21st Century Schools (Band B): Redevelopment and expansion of Cathays High School	At its meeting on 14 December 2017 the Council Cabinet considered a report setting out the Council's priority schemes to be undertaken as part of Cardiff's Band B 21 s Century Schools Programme. The purpose of the report is to seek Cabinet approval to consult on proposals for developing the existing Cathays High School site, in line with Band B priority schemes.	Amber/Amber		Cabinet
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### Finance, Modernisation & Performance

Treasury Management Mid-Year report	To inform members of the Council's Treasury Management activities since 1st April 2019 and the position as at 30th September 2019.	Green/Gwyrdd		Cabinet Council
2020/2021 Budget Proposals for Consultation	To consider Budget proposals for consultation	Green/Gwyrdd		Cabinet
Budget Monitoring Month 6	The report will outline the overall financial monitoring position of the Council in respect of both revenue and capital accounts. This will include an analysis of key variances based on the first six months of the financial year.	Green		Cabinet
Q2 Performance	This report presents a summary of the Council's performance for Quarter 2 of the 2019-20 financial year, providing Cabinet with an opportunity to review performance, consider any emerging issues, and direct any remedial actions considered necessary			Cabinet

### Housing & Communities



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Cardiff Council Libraries Strategy - delivery of the Welsh Public Library Standards	<p>Cabinet approved the 'Building Resilient Communities Through the Further Development of Communities Hubs' report in May 2018.</p> <p>Within the report it proposed a new approach to library services, building on best practice to deliver quality library services and events across the city.</p> <p>This strategy will demonstrate how Cardiff Council will meet the Welsh Public Library Standards and build on the key themes mentioned within that report, including</p> <ul style="list-style-type: none"> <li>• Books provision and management</li> <li>• Heritage, culture and information</li> <li>• Children's literacy and curriculum support</li> <li>• Digital creativity</li> <li>• Community engagement and well-being</li> </ul>	Amber/Amber		Cabinet
Housing Benefit Risk Based Verification	Following a successful pilot, it is proposed to introduce Risk Based Verification for all claims. Risk Based Verification changes the way that housing benefit claims are verified, reducing the amount of evidence required for low risk cases while ensuring more activity is directed to checking high risk claims.	Green		Cabinet
Core Offices	To approve the proposed business plan for the rationalisation of the Council's Core Office accommodation.	Amber/Amber		Cabinet

### Investment & Development

Core Office - Full Business Case	The report will present the full business case for the new Core Office accommodation for the Council	Amber/Amber		Cabinet
Dumballs Rd Heads of Terms	The report will agree a Heads of Terms with the developers with regard to taking forward the masterplan for the Dumballs Rd development.	Amber/Amber		Cabinet

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Llanrumney Development Strategy	The report will outline a development strategy for the Llanrumney to support the development of economic activity within the area.	Amber/Amber		Cabinet

### Social Care, Health & Wellbeing

Older peoples Care Homes Fees setting Strategy 2019-2024	<p>Adult social care services have been carrying out an exercise to understand the usual cost of care of the Older People's residential and nursing care services operating in Cardiff. The purpose of this exercise is to inform a 3 year fee setting strategy for Older Person's Care Home provision.</p> <p>This report to Cabinet provide the detailed rational on the methodology used to carry out the work and how current operators were engaged in the process to establish the true cost of care</p> <p>The Cabinet will use this information to set a fee strategy for Care homes.</p>	Amber		Cabinet
Disable Facility Adaptations - review of outcomes for individuals and value for money	<p>As part of the capital budget setting process for 2019/20, the Council allocated a one off £853,000 during 2019/20 for adaptations. This was for one year only, with any requests for future years "subject to a review to be considered by Cabinet in relation to impact of expenditure in other areas as a result of investment in adaptations. The impact on demand and affordability of expenditure as a result of changes in WG and Council policy in this area will also be considered"</p> <p>This report carry's out a full review of expenditure and evaluates the impact for individuals and cost avoidance from this preventative investment. It will also explore and recommend potential changes to maximise the impact of the spend.</p>	Amber		Cabinet

**December 2019**

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### Culture & Leisure

Norwegian Church	The report will agree the next steps for securing a partner to invest and operate the Norwegian Church	Amber/Amber		Cabinet
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### Finance, Modernisation & Performance

Corporate Risk Register - Mid Year Review 2019/20	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 July 2019. Senior officers review the document quarterly and the Cabinet once every 6 months. Corporate Risk owners are at a Director level, and they each input to the review of this document.	Amber/Amber		Cabinet
Calculation of Council Tax base	The Council has a statutory obligation to agree the Council Tax base by 31st December each year. This decision has been delegated to the Cabinet.	Green/Gwyrd		Cabinet

### Investment & Development

Canal Quarter Masterplan	A new masterplan for the future development of the Capital Quarter area within the city centre to attract investment and expand the city-centre's commercial offer.	Amber/Amber		Cabinet
Indoor Arena	To approve the business plan for delivering in Indoor Arena	Amber/Amber		Cabinet

### January 2020

### Social Care, Health & Wellbeing

Strategic Plan to Deliver Excellent Outcomes for Adults	This paper will be a 3 year strategic plan to deliver excellent outcomes in adult social services. It will set out how the Council and partners will develop prevention, improve practice, support and	Amber/Amber		Cabinet
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	develop the workforce, improve the range of service offers and achieve improved performance.			

**February 2020**

**Finance, Modernisation & Performance**

Budget Report 2020-2021	To consider the Budget for 2020-2021	Red/Coch		Cabinet Council
Q3 Performance Monitoring	This report presents a summary of the Council's performance for Quarter 3 of the 2019-20 financial year, providing Cabinet with an opportunity to review performance, consider any emerging issues, and direct any remedial actions considered necessary			Cabinet
Budget Monitoring - Month 9 Report	The report will outline the overall financial monitoring position of the Council in respect of both revenue and capital accounts. This will include an analysis of key variances based on the first nine months of the financial year.	Green		Cabinet