

**MINUTES**

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**CABINET MEETING: 17 SEPTEMBER 2020**

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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 Keith Parry  
Councillor Adrian Robson  
Councillor Rhys Taylor

Also: Councillor David Walker

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

**111 TO RECEIVE THE REPORT OF THE POLICY REVIEW & PERFORMANCE  
SCRUTINY COMMITTEE ENTITLED SCRUTINY IMPACT ASSESSMENT  
MODEL**

Councillor David Walker, Chair of the Policy Review & Performance Scrutiny Committee presented the Scrutiny report entitled 'Scrutiny Impact Assessment Model'. The report provided recommendations around a model to capture the impact of the work of the Councils' five scrutiny committees.

**Resolved:** that the report be received and a response prepared within the usual timescales

## 112 WELSH LANGUAGE STANDARDS: ANNUAL REPORT 2019-20

The Cabinet received the Welsh Language Standards Annual report 2019-20. It was noted that this year, due to COVID19 the report had been published in draft on the Council's website in June to comply with statutory deadlines. The report detailed information relating to Complaints, Employees Welsh Language skills, Welsh Language & Welsh medium training and Posts Advertised with Welsh Language requirements.

**RESOLVED:** that Council be recommend to approve the Welsh Language Standards Annual Report 2019-20 (attached as **Appendix A**) prior to formal publication in accordance with the Welsh Language Standards (Welsh Language (Wales) Measure 2011).

## 113 CARDIFF COUNCIL ANNUAL STATUTORY WELLBEING REPORT

The Cabinet received the Annual Statutory Wellbeing report for 2019-20 which provided an annual assessment of performance against the Administration's ambitions and statutory requirements arising from the Local Government Measure 2009 and the Well-being of Future Generations Act. The report also included an analysis of the impact of COVID19 on Cardiff and the performance of key Council services.

**RESOLVED:** that

1. authority be delegated to the Chief Executive, in consultation with the Leader of the Council and Cabinet Member for Finance, Modernisation & Performance, to make any consequential changes to the Annual Statutory Wellbeing Report 2019-20 following receipt of comments from the Policy Review & Performance Scrutiny Committee.
2. the Annual Statutory Wellbeing Report 2019-20 be approved for consideration by Council.

## 114 SCHOOL ORGANISATION PLANNING: 21ST CENTURY SCHOOLS BAND B: REDEVELOPMENT OF CANTONIAN, RIVERBANK AND WOODLANDS SCHOOLS

The Cabinet was advised that the Welsh Government Minister for Education had approved proposals to increase the capacity of Cantonian High School, transfer Riverbank Special School and Woodland High School to the Cantonian High School site and increase their capacities. These proposals had been subject to statutory consultation, with one objection received.

**RESOLVED:** that

1. approval of the proposal by the Welsh Minister be noted
2. authority be delegated to the Director of Education & Lifelong Learning (in consultation with the Cabinet Members for Education, Employment & Skills and Finance, Modernisation & Performance, the Director of Governance and

Legal Services, the Director of Economic Development and the Corporate Director for Resources) 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 the new build schools.

## 115 SENIOR MANAGEMENT ARRANGEMENTS

*Sarah McGill, Corporate Director declared a personal interest in this item and withdrew from the meeting during consideration of this item.*

The Cabinet considered a report reviewing the Council's Senior Management arrangements in the context of the COVID19 pandemic and the resignation of the Director of Social Services. It was proposed that consultation be undertaken on an amended senior management structure including the Corporate Director, People & Communities assuming the statutory role of Director of Social Services. Further it was proposed that a Director of Children's Services post be established with the Assistant Director post being deleted together with the creation of a Director of Adults, Housing and Communities post.

**RESOLVED:** that:

1. the Chief Executive's proposal to transfer the responsibilities and title of the statutory director of social services to the Corporate Director, People and Communities, following the departure of the existing Director of Social Services be approved;
2. the proposed remodelling of the Senior Management Team on a provisional basis be approved subject to the outcome of the consultation process.
3. Approval be given to a consultation period on the proposed model to commence immediately following cabinet approval.
4. a further report be received in October which will provide confirmation of the model proposed and the process for change taking account of issues raised during the consultation process.
5. Authority be delegated to the Head of Paid Service in consultation with the Leader and Cabinet Members to realign managers and support staff to the remodelled structure.

## 116 BUDGET MONITORING - MONTH 4 REPORT

The budget monitoring position for month 4 was received. The report detailed the significant financial impact of the ongoing COVID19 pandemic on the Council, evidenced through both additional expenditure pressures and reduced income generation across services. It was noted that only COVID19 related figures which had certainty around additional expenditure or lost income were included within the monitoring position. The overall monitoring position for Month 4 reflected an overspend of £1.982 million, made up of a total directorate net overspend of £5.082 million and a projected overspend of £300,000 in relation to Capital Financing,

partially offset by the £3 million general contingency budget and an overall underspend of £400,000 within the Summary Revenue Account.

**RESOLVED:** that

1. the COVID-19 financial impact at Month 4 and the ongoing response to the emerging financial position be noted.
2. the projected revenue financial outturn based on the projected position at Month 4 of the financial year be noted.
3. the capital spend and projected position at Month 4 of the financial year be noted.
4. the allocations from specific contingency budgets to the People & Communities - Housing & Communities and People & Communities - Social Services directorates, as set out in the report be noted and approved
5. the requirement for all directorates currently reporting overspends as identified in this report to put in place action plans to reduce their projected overspends be reinforced.

#### **117 BUDGET STRATEGY REPORT 2021/22 AND THE UPDATED MEDIUM TERM FINANCIAL PLAN**

The Cabinet received an updated position in relation to the Medium Term Financial plan, together with the budget strategy for the 2021/22 revenue and capital budgets. The report identified an estimated budget gap for 2021/22 at £25.417 million and set out a number of principles for the approach to setting the budget, particularly in the context of the COVID19 pandemic.

**RESOLVED:** that

- (1) Agreement be given to the budget principles on which this Budget Strategy Report is based and the approach to meeting the Budget Reduction Requirement both in 2021/22 and across the period of the Medium Term Financial Plan within the context of the objectives set out in Capital Ambition.
- (2) directorates work with the relevant Portfolio Cabinet Member, in consultation with the Corporate Director Resources and Cabinet Member for Finance, Modernisation and Performance to identify potential savings to assist in addressing the indicative budget gap of £25.4 million for 2021/22 and £97.2 million across the period of the Medium Term Financial Plan.
- (3) Authority be delegated to the Chief Executive, in consultation with the Leader and Cabinet Member for Finance, Modernisation and Performance, to implement any saving proposal in advance of 2021/22 where no policy recommendation is required or where a policy decision has already been taken.
- (4) It be noted that work will continue to update and refresh the MTFP and that this will be reported to Members as appropriate.

- (5) Council be recommended to agree that the Budget Timetable Framework set out in Appendix 2 be adopted, and that the work outlined is progressed with a view to informing budget preparation.
- (6) consultation on 2021/22 budget proposals will take place in order to inform the preparation of the draft 2021/22 Budget.

#### **118 CORPORATE RISK MANAGEMENT QUARTER 4 2019/20**

The risk management position at quarter 4 for 2019/20 was received by Cabinet and outlined the key risks facing the Council, together with any mitigating measures. The impact of Covid-19 on existing risks had been considered as part of the quarter four reporting arrangements and it was noted that the impact of the pandemic would evolve in both severity and likelihood in individual risks in different ways. Directorates had also considered Covid-specific risks which would be recorded through the first quarter of the 2020/21 financial year.

**RESOLVED:** that the content of the Corporate Risk Register be noted

#### **119 EQUALITY & INCLUSION STRATEGY**

The Cabinet considered the Equality and Inclusion Strategy which had been developed in consultation with residents, Council officers and partners, and contained four Strategic Equality Objectives supported by a number of actions for their delivery over a four year period.

**RESOLVED:** that the publication of the Equality and Inclusion Strategy 2020-2024 be approved

#### **120 REVIEW OF CARDIFF WORKS AND MATRIX AGENCY PROVISION**

Cabinet received a report outlining details of a review of Cardiff Works, the Council's in house agency. The review recognised that significant change would be required to ensure that the service operated efficiently and that it would be beneficial to align the service with the 'Into Works' service of the Council to help ensure that candidates are helped to become 'Cardiff Works ready'. This would allow for a clear focus on supporting more vulnerable individuals through linkages with into work mentors and community into work teams.

It was further proposed that a direct award be made to Matrix SCM for external agency staff to allow changes to Cardiff Works to be delivered and for the future need for agency services to be assessed.

**RESOLVED:** that

1. the way forward for Cardiff Works be approved as set out in the report.
2. Approval be given to a call off contract off a NPS framework to current provider Matrix SCM Ltd (for agencies services) for a period of up to 3 years (with effect from the 1<sup>st</sup> October 2020 to 31<sup>st</sup> October 2023).

## 121 REDECLARATION OF PLASNEWYDD ADDITIONAL LICENSING SCHEME

Cabinet received the details of the consultation exercise and the case for the re-declaration of an Additional Licensing Scheme in the Plasnewydd Ward of Cardiff in relation to houses in multiple occupation (HMOs) in the private rented sector. It was further recommended that a consultation exercise for the re-declaration of the Cathays additional licensing scheme be considered as the current scheme is due to expire on 1 January 2021.

**RESOLVED:** that

1. the Plasnewydd Ward be declared as an Additional Licensing area with effect from 1 January 2021 to run for a period of 5 years.
2. Approval be given to a consultation exercise for the re-declaration of the Cathays additional licensing scheme with the results reported to a future Cabinet meeting

## 122 DISPOSAL OF LAND AT DUMBALLS ROAD

**Appendix 2, 3, 4, 5, 6 & 8 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 received a progress report on work undertaken by Vastint to progress the land assembly at Dumballs Road to provide a housing-led mixed use regeneration scheme.

It was proposed that Council owned land be disposed of to Vastint and as this would be concluded in advance of planning approval, draft terms for a Unilateral Undertaking to guarantee a minimum of 12.5% affordable housing contribution had been prepared.

**RESOLVED:** that

- i) Authority be delegated to the Director of Economic Development, in consultation with the Cabinet Member for Investment and Development, the Monitoring Officer and the Section 151 officer to:
  - 1) Conclude the sale of land marked red in the site plan attached at Appendix 1 and in line with the terms set out at Confidential Appendix 3.
  - 2) Conclude the terms of the draft Unilateral Undertaking to be provided by Vastint to the Council as set out in Confidential Appendix 5 with such minor amendments that may be required by the Corporate Director for People and Communities.
  - 3) Conclude the lease for the relocation of a business from Dumballs Road to property owned by the Council at Hadfield Close illustrated by the site plan at Appendix 7 and in line with the terms set out at Confidential Appendix 8.
- ii) Authority be delegated to Corporate Director People and Communities in consultation with Head of Estates to negotiate an option agreement for the

acquisition of a further 100 homes and to report back to a future meeting of Cabinet for approval.

## 123 **DUMBALLS ROAD- USE OF COMPULSORY PURCHASE POWERS**

**Appendix 2 of this report is 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 received a report seeking approval for the use of Compulsory Purchase powers, including approval to use these powers to carry out the preparatory works prior to commencement of the compulsory purchase process to acquire all interests in land within the boundary of the proposed masterplan area.

**RESOLVED:** that

1. Authorisation be given to the principle of making a Compulsory Purchase Order under section 226(1) (a) of the Town and Country Planning Act 1990 (as amended by the Planning and Compulsory Purchase Act 2004), and the Acquisition of Land Act 1981 to seek the acquisition of land and interests within the site shown edged red on the plan attached to the Cabinet report by way of a Compulsory Purchase Order.
2. Authorisation be given to the commencement of land referencing investigations to identify and provide Cabinet with a detailed estimate of acquisition costs for all third party interests and land values in the land edged red on the attached plan
3. Authorisation be given to the making of an Indemnity Agreement with Vastint to cover the costs of the CPO process and appropriation of the land to include the legal and administrative costs of making the CPO and for those items of compensation in addition to market value of the land i.e payments for disturbance, home loss or severance/injurious affection.
4. Authorisation be given to the preparation of a Statement of Reasons.

## 124 **EXTRA-CARE AND SUPPORTED LIVING SERVICES FOR OLDER PEOPLE AND ADULTS WITH DISABILITIES**

A report outlining an approach for the recommissioning of the extra-care and supported living services for older people and vulnerable adults was received. It was proposed that a longer term contract be issued to secure the outcomes for individuals which would allow the market to be sustainable, to work in partnership with the Council and be creative in delivering a strengths based practice approach, focusing on well-being, assessment, care and support planning and reviews.

**RESOLVED:** that

1. proposed overarching approach to the recommissioning of extra-care and supported living services for older people and vulnerable adults be agreed; and

2. authority be delegated to the Assistant Director of Social Services in consultation with the Cabinet Member (Social Care, Health and Well-Being), the Council's Section 151 Officer and the Council's Monitoring Officer, to determine all aspects of the procurement process (including approving the evaluation criteria to be used, commencement of the procurement process, the award of the contracts and all ancillary matters pertaining to the procurement).

## 125 LOCAL AUTHORITY ANNUAL SOCIAL SERVICES REPORT

Cabinet received the 11<sup>th</sup> Annual Report of Local Authority Social Services which identified priorities for action which would be delivered via Directorate delivery plans.

**RESOLVED:** that the Local Authority's Social Services Annual Report for 2019/20 be approved for consideration by Council