

**MINUTES**

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CABINET MEETING: 20 FEBRUARY 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 Joe Boyle  
Councillor Keith Parry  
Councillor Adrian Robson

Also:

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

Apologies:

**1 CORPORATE PLAN 2020-23**

The Cabinet received the Corporate Plan for 2020-23. The plan formed part of the strategic policy framework and outlined the Council's four strategic policy priorities which had been developed based on refreshed Capital Ambition document launched in January 2020. The four priorities included Working for Cardiff, Working for Wales, Working for the Future and Working for Public Services.

The Corporate Plan also included the Council's Well-being Objectives which focused on the areas of collaborative advantage in the delivery of public services in the Cardiff.

**RESOLVED:** that

1. the Corporate Plan 2020-23 be approved for consideration by Council on 27 February 2020;
2. Council be recommended to delegated authority to the Chief Executive, in consultation with the Leader of the Council, to make any consequential amendments to the Corporate Plan 2020-23 (Appendix A) following consideration by Council on 27 February 2020 and prior to publication by 1 April 2020

## **2 APPLICATION FOR A HACKNEY CARRIAGE FARE INCREASE**

The Cabinet considered an application from Dragon Taxis to vary the current rate of hackney carriage fares in Cardiff. The application included proposals to increase the charge of the first 103 yards by 10p to £2.60, After 103 yards, 20p to be charged for each subsequent 185 yards, and to amend the time that an additional £1 is added to journeys so this will be added between 10pm to 6am (currently midnight to 6am). The variation would need to be advertised for at least 14 days and should objections be received, the matter would return to Cabinet for consideration.

**RESOLVED:** that

1. the issues and impacts to taxi fares set out in the report be noted
2. the application put forward by Dragon Taxis with an implementation date of 1<sup>st</sup> April 2020 (provided that there are no objections) be approved
3. the advertisement of the variation in a local newspaper be authorised

## **3 CENTRAL SOUTH CONSORTIUM - SHARED EDUCATION ADVISORY SERVICES**

Cabinet received a report which contained a recommendation to continue to deliver the shared educational advisory services in partnership with Bridgend, Merthyr Tydfil, Rhondda Cynon Taff and Vale of Glamorgan for at least the next three years. The recommendation was based on a report from ISOS Partnership which had reviewed the work of the consortium and recommended that the current consortium continue with a remodelled approach.

**RESOLVED :**that

1. the contents of the ISOS report be noted
2. the recommendation of the Central South Consortium Joint Committee to continue to deliver shared educational advisory services in partnership with the four other Councils in the region for at least the next three years be supported.

## **4 CORPORATE ASBESTOS MANAGEMENT PLAN**

The Council's Corporate Asbestos Management Plan was considered by Cabinet. The plan detailed the responsibilities throughout the organisation in relation to asbestos and detailed the Council's asbestos surveying arrangements.

**RESOLVED:** that

1. the contents of the report be noted
2. the Corporate Asbestos Management Plan be approved for implementation across the Council's building portfolio, and authority be delegated to the Corporate Director, Resources, in consultation with the Cabinet Member for Finance, Modernisation & Performance and the Health & Safety Advisory Forum to make any minor changes required in the future.

## **5 CORPORATE FOOD SAFETY MANAGEMENT SYSTEM**

Following a review, the Corporate Food Safety Management System known as a Hazard Analysis Critical Control Points (HACCP) had been revised and submitted to Cabinet for consideration. The revision included changes to infectious diseases policy, food procurement policy, improvements to work instructions and a new policy on special diets.

**RESOLVED:** that

1. the contents of the report be noted
2. the revised Corporate Food Safety Management System (HACCP) be approved
3. the mandatory attendance of all food handlers, supervisors and Managers at a briefing session on the new Corporate Food Safety Management System (HACCP) to be delivered before the end of the financial year be endorsed.

## **6 BUDGET MONITORING MONTH 9**

The Cabinet received an update of the financial monitoring position for the authority as projected at the end of December 2019, adjusted for any significant movements since that date compared to the budget approved by Council on 28 February 2019. It was reported that overall, the Month 9 revenue monitoring for the Council shows a net balanced position for 2019/20, which represents a net improvement on the £214,000 deficit reported at Month 6. It was reported that there was overspends in a number of directorates which was offset by an improved position against corporate budgets.

**RESOLVED:** that

1. the potential financial outturn based on the projected position at Month 9 of the financial year be noted.
2. 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.

## **7 BUDGET REPORT 2020-2021**

Cabinet considered the Budget for 2020-2021 prior to consideration by Council. The Budget was framed by Capital Ambition and the Corporate Plan to ensure that resources are allocated in a way that supports corporate priorities and to ensure that the financial strategy supported longer-term sustainability, in line with the Council's duties under the Well-being of Future Generations (Wales) Act 2015.

**RESOLVED:** that

- a) having taken account of the comments of the Section 151 Officer in respect of the robustness of the budget and the adequacy of the reserves as required under Section 25 of the Local Government, Act and having considered the responses to the Budget Consultation that:
1. the changes to fees and charges as set out in Appendix 4 (a) and 4 (c) to this report be approved
  2. authority be delegated to the appropriate Director in consultation with the appropriate Cabinet Member, the Section 151 Officer and the Cabinet Member for Finance, Modernisation & Performance, to amend or introduce new fees and charges during the year, subject, if necessary (having regard to the proposed change) to an Equality Impact Assessment and public consultation being undertaken and the results thereof being duly considered before the delegated authority is exercised.
  3. the rents of all Housing Revenue Account dwellings (including hostels and garages) be increased by 2.7% having taking into account WG guidance.
  4. all service charges and the management fee for leaseholders as set out in Appendix 4 (b) be approved
  5. all Housing Revenue Account rent increases take effect from 6 April 2020.
  6. the financial challenges facing the Council as set out in the Medium Term Financial Plan be recognised, and the opportunities for savings over the medium term be noted.
  7. in the event that final settlement differs from Provisional Settlement (as set out in paragraph 22 of the report), there will be a proportionate adjustment to or from earmarked reserves, and that the Section 151 Officer be authorised to prepare an addendum to the 2020/21 Budget to reflect the requisite changes.
- b) having taken account of the comments of the Section 151 Officer in respect of the robustness of the budget and the adequacy of the reserves as required under Section 25 of the Local Government Act 2003, and having considered the responses 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 4.5% as set out in this report and that the Council resolve the following terms.

2.0 Note that at its meeting on 19 December 2019 the Cabinet calculated the following amounts for the year 2020/21 in accordance with the regulations made under Section 33(5) of the Local Government Finance Act 1992:-

a) 147,277 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	2,499
Pentyrch	3,316
Radyr	3,841
St. Fagans	1,592
Old St. Mellons	2,047
Tongwynlais	820

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 2020/21 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 £445,570). £1,069,798,570

b) Aggregate of the amounts which the Council estimates for items set out in Section 32(3)(a) and (c). £414,317,000

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. £655,481,570

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. £469,047,025

e) The amount at 2.1(c) above less the amount at 2.1(d) (net of the amount for discretionary relief of £400,000), 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. £1,268.59

f) Aggregate amount of all special items referred to in Section 34(1). £445,570

- 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.

£1,265.57

- 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	1,283.58
Pentyrch	1,318.34
Radyr	1,298.44
St. Fagans	1,284.89
Old St. Mellons	1,287.83
Tongwynlais	1,293.62

- 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	855.72	998.34	1,140.9 6	1,283.5 8	1,568.8 2	1,854.0 6	2,139.3 0	2,567.1 6	2,995.0 2
Pentyrch	878.89	1,025.3 7	1,171.8 6	1,318.3 4	1,611.3 1	1,904.2 7	2,197.2 3	2,636.6 8	3,076.1 3
Radyr	865.62	1,009.9 0	1,154.1 7	1,298.4 4	1,586.9 8	1,875.5 3	2,164.0 6	2,596.8 8	3,029.7 0
St. Fagans	856.59	999.36	1,142.1 2	1,284.8 9	1,570.4 2	1,855.9 6	2,141.4 8	2,569.7 8	2,998.0 8
Old St. Mellons	858.55	1,001.6 4	1,144.7 4	1,287.8 3	1,574.0 2	1,860.2 0	2,146.3 8	2,575.6 6	3,004.9 4
Tongwynlais	862.41	1,006.1 5	1,149.8 8	1,293.6 2	1,581.0 9	1,868.5 7	2,156.0 3	2,587.2 4	3,018.4 5
All other parts of the Council's Area	843.71	984.33	1,124.9 5	1,265.5 7	1,546.8 1	1,828.0 5	2,109.2 8	2,531.1 4	2,953.0 0

- 2.2 Note that for the year 2020/21, 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**

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>
<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
181.81	212.11	242.41	272.72	333.32	393.92	454.53	545.43	636.34

- 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 2020/21 for each of the categories of dwellings shown below:-

Part of Council's Area  
**VALUATION BANDS**

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	
<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
<b>Area</b>									
Lisvane	1,037.5 3	1,210.4 5	1,383.3 7	1,556.3 0	1,902.1 4	2,247.9 8	2,593.8 3	3,112.5 9	3,631.3 6
Pentyrch	1,060.7 0	1,237.4 8	1,414.2 7	1,591.0 6	1,944.6 3	2,298.1 9	2,651.7 6	3,182.1 1	3,712.4 7
Radyr	1,047.4 3	1,222.0 1	1,396.5 8	1,571.1 6	1,920.3 0	2,269.4 5	2,618.5 9	3,142.3 1	3,666.0 4
St. Fagans	1,038.4 0	1,211.4 7	1,384.5 3	1,557.6 1	1,903.7 4	2,249.8 8	2,596.0 1	3,115.2 1	3,634.4 2
Old St. Mellons	1,040.3 6	1,213.7 5	1,387.1 5	1,560.5 5	1,907.3 4	2,254.1 2	2,600.9 1	3,121.0 9	3,641.2 8
Tongwynlais	1,044.2 2	1,218.2 6	1,392.2 9	1,566.3 4	1,914.4 1	2,262.4 9	2,610.5 6	3,132.6 7	3,654.7 9
All other parts of the Council's Area	1,025.5 2	1,196.4 4	1,367.3 6	1,538.2 9	1,880.1 3	2,221.9 7	2,563.8 1	3,076.5 7	3,589.3 4

- 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 2020 to March 2021 in respect of the precept levied by the Police and Crime Commissioner for South Wales in the sum of £40,164,662.

- 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 2020 to 31 March 2021 namely

	£
County Council of the City and County of Cardiff	113,783
Vale of Glamorgan County Borough Council	12,817

- 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 In accordance with the Local Government Act 2003, the Local Authority (Capital Finance and Accounting) (Wales) Regulations 2003 and subsequent amendments and the CIPFA Prudential Code and Treasury Management Codes of Practice:

(a) Approve the Capital Strategy 2020/21.

(b) Approve the Treasury Management Strategy 2020/21 and authorise the Section 151 Officer to raise such funds as may be required to finance capital expenditure by temporary or long-term borrowing.

(c) Approve the Prudential Indicators for 2020/21 – 2024/25 including the affordable borrowing limit.

(d) Delegate to the Section 151 Officer the ability to effect movement between the limits for borrowing and long-term liabilities, within the limit for any year, and to bring forward or delay schemes in the Capital Programme.

(e) Approve the Minimum Revenue Provision Policy for 2019/20 and 2020/21

- 4.0 To approve the Budgetary Framework outlined in this report.

- 5.0 To maintain the current Council Tax Reduction Scheme as set out in this report.

## **8 HUB AND LIBRARY STRATEGY**

The Cabinet considered the Hub and Library Strategy which set out a single vision for Hubs and Libraries and a series of 'We will' commitments to achieve the Council's vision to deliver high quality services and support in the heart of the community.

The Cabinet also considered the draft Library collections policy which set out the commitment to provide a comprehensive and up to date collection of books and other resources in order to meet the needs of users. It also set out proposals for the legacy collection of historical manuscripts and books to retain parts of the collection that have particular significance for Cardiff, whilst sharing other parts of the collection with specialist organisations who are better placed to restore and digitise these. Principles for sharing the historical collection were set out in the draft policy, and ensured that legal ownership of the collection remained with Cardiff Council and that access for Cardiff citizens would be ensured.



**RESOLVED:** that

1. the Hub and Library Strategy 2019 – 2023 (attached at appendix 1 to the report) be agreed
2. the draft Library Collection Policy (attached at appendix 2 to the report) be agreed in principle and consultation with key stakeholders be authorised
3. authority be delegated to the Assistant Director (Housing and Communities) in consultation with the Cabinet Member for Housing and Communities to approve the final Library collection Policy. Should any significant change to the draft policy be proposed as a result of the stakeholder consultation, the policy will be returned to Cabinet for further consideration and approval.

**9 CARDIFF LOCAL DEVELOPMENT PLAN FULL REVIEW:  
CONSIDERATION OF PROPOSED AMENDMENTS TABLED AT COUNCIL  
MEETING OF 28 NOVEMBER 2019**

The Cabinet considered a response to the three amendments tabled at the Council on 28 November 2019 seeking additional recommendations to the report on the full review of the Local Development Plan. It was noted that the full review process was required to focus upon the appropriate revision procedure was not a process aimed at setting policy.

**RESOLVED:** that

1. It be noted that the issues raised at Council on 28 November 2019 in relation to
  - affording suitable protection to areas of countryside,
  - securing accessible and timely public transport solutions
  - ensuring the high-quality design of new developmentswill form important considerations as part of any future Local Development Plan-making process.
2. the Officer advice that it would be inappropriate to make any future policy commitments ahead of the commencement of any future statutory Local Development Plan-making process be accepted.

**10 CARDIFF COUNCIL'S RESPONSE TO WELSH GOVERNMENTS' CLEAN  
AIR CONSULTATION**

The Cabinet considered approving the Council's response to the Welsh Government's Public Consultation for the draft Clean Air Plan for Wales: Healthy Air, Healthy Wales published on the 10<sup>th</sup> December 2019. The consultation presented an opportunity to share the Council's views and opinions on Welsh Government's proposal, sharing its experiences utilising and adopting existing air quality legislation in Wales.

**RESOLVED:** that

1. the draft response to the public consultation on Welsh Government's Clean Air Plan for Wales: Healthy Air, Healthy Wales, as set out in Appendix A to the report be approved; and
2. the Director for Planning, Transport and Environment be authorised to finalise the draft response, with any necessary amendments made to reflect the views given by Cabinet members, and to submit the response to Welsh Government on behalf of the Council.