

MINUTES

CABINET MEETING: 19 MARCH 2020

Cabinet Members Present: Councillor Huw Thomas (Leader)
Councillor Russell Goodway
Councillor Graham Hinchey
Councillor Sarah Merry
Councillor Michael Michael
Councillor Chris Weaver
Councillor Caro Wild

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

Apologies: Councillor Lynda Thorne
Councillor Peter Bradbury
Councillor Susan Elsmore

The Leader of the Council welcomed Members to the meeting and advised that three Cabinet Members (Councillors Bradbury, Elsmore and Thorne) had provided apologies to the meeting as they were self-isolating in line with guidance issued in relation to COVID-19 pandemic. Cabinet Members and officers attending the meeting were social distancing within the meeting and the public gallery had been closed with the meeting being webcast. Leaders of the Opposition Groups had also agreed not to attend the meeting.

The Leader advised that the Council had been undertaken significant preparations to respond to the COVID-19 pandemic, including remodelling critical services and implementing homeworking on a large scale, focusing on an essential services delivery model to support vulnerable people. The Leader expressed his thanks to Council officers for the commitment and efforts they were undertaking to respond to the pandemic.

Following UK Government guidelines, a number of public facing Council buildings had been closed to the public, including community hubs and alternative ways of accessing essential services provided by hubs had been established.

Council Group Leaders and the Lord Mayor had agreed that there would be a cancellation of non-essential Council meetings, with the exception of this Cabinet meeting and a quorate Council meeting on 26 March to deal with specific and urgent items.

88 MINUTES OF THE CABINET MEETING HELD ON 20 FEBRUARY 2020

RESOLVED: that the minutes of the meeting held on 20 February 2020 be approved.

89 TO RECEIVE THE REPORT OF THE CHILDREN & YOUNG PEOPLE'S SCRUTINY COMMITTEE ENTITLED 'CHILD MENTAL HEALTH & WELLBEING SUPPORT & SERVICES'

The Cabinet received the report of the Children and Young People's Scrutiny Committee entitled 'Child Mental Health & Wellbeing Support & Services.

RESOLVED: that the report of Children & Young People's Scrutiny committee entitled 'Child Mental Health & Wellbeing Support & Services' be received and a response provided by September 2020

90 SCHOOL ORGANISATION PROGRAMME UPDATE

Cabinet received an update on progress in developing the Council's education estate in Cardiff, including the delivery of new provision under the 21st Century Schools programme as part of the Local Development Plan (LDP), and the enhanced asset maintenance programme in relation to the existing estate.

RESOLVED: that

1. the progress made in developing the school estate in Cardiff through Band A and the early part of Band B of the 21st Century Schools Programme, in addition to the Local Development Plan and the Council's enhanced school asset maintenance programme be noted.
2. the consolidation of the post of Programme Director, School Organisation Programme at Tier 2 as a permanent post reporting to the Director of Education, in line with the Council's pay structure at Assistant Director level be approved
3. 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 Corporate Director for Resources, and the Director of Economic Development) 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 new build schools within the School Organisation Programme that have been agreed to proceed to implementation by Cabinet.

91 SCHOOL ADMISSION ARRANGEMENTS 2021/22 INCLUDING PROPOSED CHANGES TO THE WELSH MEDIUM PRIMARY AND SECONDARY CATCHMENT AREAS

Councillor Wild declared a personal interest in this item as he had a child in the age range

Councillor Thomas declared a personal interest as an LEA appointed Governor at Ysgol GlanMorfa

The Cabinet received a report containing responses to consultation on proposed changes to the school admission arrangements for 2021/22 and changes to Welsh medium primary and secondary catchment areas. A number of minor changes had been proposed to the school admission arrangements as set out in the report.

It was proposed that implementing Option A for changes to the Welsh Medium Primary School catchment areas would provide the most suitable balance between the number of places available at each school, and the local pupil populations, when taking account of stated parental preferences in the short to medium term.

Further it was proposed that the change to secondary school catchment areas be deferred as there was insufficient evidence to suggest that the change would be of benefit on the local context at this point in time. It was likely that changes may be necessary by 2026.

RESOLVED: that

1. the Council's draft School Admission Arrangements 2021/2022 as set out in the Admission Policy 2021/2022 be determined
2. that the School Admission Arrangements 2021/2022 implement Option A for changes to Welsh-medium primary school catchment areas, as set out in the Welsh-medium catchment areas Consultation Document (Appendix 2).
3. the transfer of the primary school catchment area of Ysgol Glan Morfa from the secondary school catchment area of Ysgol Gyfun Gymraeg Glantaf to the catchment area of Ysgol Gyfun Gymraeg Bro Eder be noted
4. the deferral of the proposed changes to the secondary school catchment areas of Ysgol Gyfun Gymraeg Glantaf and Ysgol Gyfun Gymraeg Plasmawr in Canton and Riverside be noted
5. it be noted that the Council expects to consult on further revisions to Welsh-medium secondary school catchment areas in Canton and Riverside, in the 2024/2025 academic year, for implementation in the 2026/2027 academic year.

92. PAY POLICY 2020/2021

Senior Officers were not present in the meeting during consideration of this item

The Council has a statutory requirement under the Localism Act 2011 to prepare a pay policy statement annually. Cabinet therefore considered the Pay Policy for 2020/21 prior to consideration at Council. The policy statement provided a framework to ensure that employees are rewarded fairly and objectively without discrimination. In line with the Council's commitment to fairness and transparency the pay policy statement also contains the Council's gender pay gap report. The pay gap reflected the average median hourly pay rate within the authority and was smaller than the national average.

RESOLVED: that the attached Pay Policy Statement (2020/21) Appendix 1 be approved for consideration for Council.

93. ALLEY GATING ON PUBLIC HIGHWAYS - CARDIFF COUNCIL POLICY & STRATEGY 2020

Cabinet considered the new Alley Gating Policy which took account of legislative changes including the use of public space protection orders and clarified processes and procedures involved in the delivery of gating schemes. It was recognised that alley gating was an effective way of helping to reduce levels of crime and anti-social behaviour that may otherwise persist to the detriment of local communities.

RESOLVED: that Cabinet approve the Alley Gating Policy Document: Alley Gating on Public Highways – Cardiff Council Policy & Strategy 2020 (Appendix 1)

94. HOUSING REVENUE ACCOUNT (HRA) BUSINESS PLAN

The Cabinet received the HRA Business Plan 2020-2021. The plan set out the strategy for the medium and long term for Cardiff as a social housing landlord. The report also included details of the Council's new building housing programme which was intended to deliver at least 2000 new Council homes.

RESOLVED: that the HRA Business Plan 2020-2021 be approved for presentation to Welsh Government.

95. ACQUISITION OF THE FORMER GAS WORKS SITE IN GRANGETOWN FOR HOUSING DEVELOPMENT

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

Cabinet consider a report proposing the acquisition of the former Gas Works site at Ferry Road, Grangetown for the purpose of delivering a Council-led mixed tenure development of circa 500 new homes. The proposed development would help to meet the Council's aspirations of delivering 1000 new Council homes in line with housing need by March 2022.

RESOLVED: that the Council enter into an acquisition contract with Wales and West Utilities and National Grid for the freehold interest of former Gas Works site at Ferry Road, Grangetown to deliver a Council led mixed tenure housing scheme.

96 OVER-CLADDING OF HIGH RISE BLOCKS

An update on the progress in replacing the cladding of the Council's high-rise blocks was received. Testing was undertaken following the Grenfell Tower tragedy and whilst the results showed that the cladding was not of the same type as used in Grenfell Tower, external cladding was removed from 5 blocks as it did not meet current fire safety standards. A review of re-cladding options had been undertaken and a ceramic brick based cladding was proposed. It was further proposed that leaseholders would not be expected to meet the full cost of refurbishment,

RESOLVED: that

1. the approach to cladding works set out above including the use of the route proposed to procure a contractor for the cladding works to all 5 high-rise blocks be approved.
2. the proposal to reduce the financial impact on home owners (leaseholders) due to the exceptional circumstances of this refurbishment project be approved
3. authority be delegated to the Corporate Director, People and Communities, in consultation with the cabinet member for Housing and Communities, the section 151 Officer and County Solicitor, to deal with all aspects of the procurement relating to re-cladding of all 5 high-rise flats, including setting the contract evaluation criteria and the award of contracts.

97 LAND AT JAMES STREET, CARDIFF

Appendices 2 to 7 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.

Councillor Hinchey declared a personal interest in this item and took no part in the item.

Cabinet considered authorising the purchase of land situated on the corner of James Street and Adelaide Street and Mandalay house. The purchase of these sites would enable a high quality mixed-use development to include the Council owned Royal Stuart Workshops and Douglas Buildings.

RESOLVED: that authority be delegated to the Director of Economic Development, in consultation with the Cabinet Member for Investment & Development, the Section 151 Officer and the Legal Officer to:

- a) Conclude the acquisitions of the two properties set out in this report in line with the Heads of Terms included at Confidential Appendices 2 and 5.
- b) Agree the terms and enter into an option agreement for the two replacement sites included within Confidential Appendix 4.
- c) Deal with all aspects of the procurement of a development partner to bring forward the development of the site including the restoration of the Royal Stuart Workshops & Douglas Buildings subject to independent valuation/property advice.

98 CALLAGHAN SQUARE

Appendix 2 of this report is not for publication as it contains 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 authorising the disposal of the Council's freehold interest in land at Callaghan Square to the Welsh Government through the public sector land transfer protocol.

RESOLVED: that authority be delegated to the Director of Economic Development, in consultation with the Cabinet Member for Investment & Development, the Section 151 Officer and the Legal Officer to conclude the disposal of land set out in this report in line with the independent valuation and Heads of Terms attached at Confidential Appendix 2.

99 APPROVAL FOR PARTICIPATION IN THE UK RESETTLEMENT SCHEME

An update on the delivery of the current Vulnerable Persons Resettlement Scheme which was due to end in April 2020 was received. The UK government had proposed a replacement scheme and it was proposed that Cardiff, in partnership with the Vale of Glamorgan Council participate within the new scheme.

The Scrutiny letter was circulated, and its status was noted, together with the offer made by Councillor Elsmore to discuss the matter with the Scrutiny Chair.

It was noted that Cardiff Council had contributed substantially to the successful realisation of the current VPRS and had robust systems in place to implement the new scheme.

RESOLVED: that

1. Cardiff Council's participation in the new, global UK Resettlement Scheme (UKRS), in order to facilitate the resettlement of vulnerable refugees, for the first year of the scheme be approved

2. The collaborative working arrangement with the Vale of Glamorgan Council be continued in order to benefit from the sharing of knowledge, experience and resources, including the regional coordination.
3. It be agreed to extend and support the existing regional Governance arrangements, specifically the regional Leadership Group. Membership comprises key regional stakeholders, including Council Members, Lead Officers and representatives from Housing, Health, Education, South Wales Police, third sector and faith groups.
4. the resettlement of up to six families in Cardiff during the first year be agreed, conditional upon the availability of resources, specifically school places and affordable, sustainable accommodation.
5. authority be delegated to the Corporate Director of People & Communities, in consultation with the Cabinet Member for Social Care, Health & Well-being, s.151 officer and Director of Governance & Legal Services to
 - make changes to documents as needed for the delivery of the UKRS in Cardiff and the Vale of Glamorgan including, but not limited to, the collaboration agreement with the Vale of Glamorgan and agreement with the Integration and Support Service provider and
 - to accept the new funding conditions and
 - generally to progress the regional arrangements for the delivery of the UK resettlement scheme

100. LOCAL DEVELOPMENT PLAN FULL REVIEW

Cabinet received a report outlining the findings of the consultation on the draft Local Development Plan Review and the draft delivery agreement.

It was reported that the majority of responses did not object to the proposed approach and a number raised issues that would related to issues that would need to be raised as part of the replacement plan process.

RESOLVED: that Council be recommended to approve the final Review Report and final Delivery Agreement and authorise their submission to Welsh Government.

MINUTES

CABINET MEETING: 11 JUNE 2020

Cabinet Members Present:	Councillor Huw Thomas (Leader) Councillor Peter Bradbury Councillor Russell Goodway Councillor Graham Hinchey Councillor Sarah Merry Councillor Michael Michael Councillor Lynda Thorne Councillor Chris Weaver Councillor Caro Wild
Observers:	Councillor Adrian Robson Councillor Rhys Taylor
Officers:	Paul Orders, Chief Executive Chris Lee, Section 151 Officer Sarah McGill, Corporate Director Davina Fiore, Monitoring Officer Joanne Watkins, Cabinet Office
Apologies:	Councillor Susan Elsmore

101 RESTART, RECOVER, RENEW: NEXT STEPS FOR CARDIFF DURING THE COVID19 CRISIS

The Leader expressed the Cabinet's gratitude to Members, Officers and Trade Union colleagues for the resilience and effort shown in responding to the COVID19 crisis.

The Cabinet considered a report which outlined the Council's strategic response to the COVID 19 pandemic and the proposed approach to restarting Council services as the national lockdown measures were eased.

It was noted that a range of Council services were adapted, suspended or established for the first time in response to the pandemic and services had been operating on a c crisis footing with essential front line services in operation and staff working from home wherever possible.

The report also set out the critical challenges associated with restarting or repurposing council services to function effectively, sustainably and safely. It also established the principles and planning assumptions for restarting

services based on a 3-stage approach – Restart; Recover and Renew – in accordance with Welsh Government and Public Health guidance.

It was proposed that the Restart process would be managed on a phased basis, subject to a risk-based assessment and discussed with the Trade Unions, to ensure that staff can operate effectively and safely. This would cover all aspects of how services will be delivered in the context of social distancing and infection control requirements.

RESOLVED: that

1. the Restart, Recover, Renew strategy outlined in this report be approved;
2. the approach to restarting council services outlined in Appendix 1 be noted and authority be delegated to the Chief Executive, in consultation with the Leader, to restart services in accordance with changing UK Government, Welsh Government and public health guidance.
3. the Chief Executive in consultation with the Leader, the Cabinet Member for Finance, Modernisation and Performance, and the Section 151 Officer, be authorised to allocate resources, within the budgetary framework, to support the Council's response to the ongoing pandemic and economic crisis;
4. the procurement strategy to ensure a twelve week supply of PPE be noted and authority be delegated to the Section 151 Officer, in consultation with the Director of Social Services to take necessary steps to secure supplies within the budgetary framework;
5. the 'Covid-19 Response - Memorandum of Understanding' between the Council and Trade Unions attached as Appendix 2 be approved
6. the establishment of a 'Recovery Task-force' under the leadership of the Cabinet to oversee the Council's response to the economic crisis be noted.

102 CARDIFF COUNCIL'S RESPONSE TO THE COVID-19 CRISIS FROM A FINANCIAL MANAGEMENT PERSPECTIVE

The Cabinet received a report which contained details of the Council's response to the COVID-19 crisis from a financial management perspective. The pandemic had significant implications for the Council in terms of additional costs and lost income. It was estimated that expenditure to the end of June 2020 was approximately £18m and loss of income around £11m. Significant funding measures had been put in place by the UK and Welsh Government to offset this expenditure.

The report also provided details of officer decisions taken in relation to specific interventions.

The report also contained details of the impact of the pandemic on various service areas within the Council and outlined the need to consider the

financial management implications including the potential re-prioritisation of existing Council finances where appropriate.

RESOLVED: that

1. the action taken by the Council to date in response to the COVID-19 crisis and the financial issues logged and decisions made during this period be noted
2. the assessment of expenditure and income impacts arising from COVID-19 during the first quarter of this financial year (to 30th June 2020) be noted.
3. It be noted that expenditure and income impacts arising from actions taken in response to COVID-19 are claimable from Welsh Government and as such any decisions are considered within the existing budgetary framework.
4. It be noted that a further report is being prepared setting out the budget outturn position of council services for 2019/20.
5. further updates on the budget monitoring position of council services for 2020/21 be received as appropriate.
6. a further report be prepared setting out an updated Medium Term Financial Plan that reflects any changes in service delivery as a result of COVID-19 as well as the usual updates of key financial assumptions.

103. **RESPONSE TO THE IMPACT OF COVID19 ON CARDIFF COUNCIL'S HOUSING DELIVERY PROGRAMME**

Appendix 1 is not for publication as it contains exempt information of the description contained in paragraphs 14 and 21 of Schedule 12A of the Local Government Act 1972

Cabinet received a report outlining the impact of the Council's housing delivery programme. A number of schemes had been impacted due the pandemic with the open market buy backs effectively on hold, the Courtney Road additional build scheme completion delayed until July 2020 and work on Cardiff Living Schemes delayed.

Approval was also sought in relation to a specific request from Wates Residential – the Cardiff Living Development partner- in relation to the immediate purchase of a number of additional properties currently in development as part of the phase 1 Cardiff Living programme.

RESOLVED: that

- 1 Approval be given in principle, subject to the satisfactory outcome of detailed due diligence checks by the authority, to the request from Wates

to acquire unsold property in phase 1 of the Cardiff Living sites as detailed in this report, as a direct response to the impact of Covid-19.

- 2 Delegated authority be granted to the Corporate Director for People and Communities in consultation with the Cabinet Member for Housing and Communities following satisfactory outcome of detailed due diligence checks by the authority and formal approval by the Section 151 Officer in consultation with the Cabinet member for Finance to conclude the purchase agreement in respect of the purchase of the unsold properties as described in this report
- 3 the outline approach indicated in the report in respect of future housing development sites be noted and that the approach will inform specific housing development scheme reports planned for consideration later in 2020.

104. **CITY RECOVERY STRATEGY**

A report outlining the Cardiff Recovery Strategy and proposals for mitigations and adaptations related to the COVID19 pandemic and its impact on the city centre and key employment locations was considered.

It was noted that the lockdown had immediate and significant impact on the way the city centre and district centres operated and on the economy of Cardiff. The report proposed mitigating measures to allow businesses within the city to operate within the regulatory requirements as lockdown is eased.

RESOLVED: that the proposals outlined within this report and Appendix 1 be noted and approved and authority delegated to the Director of Planning, Transport and Environment and the Director of Economic Development, in consultation with the Leader of the Council, the Cabinet Member for Strategic Planning and Transport, the Cabinet Member for Investment and Development, the s151 Officer and the Legal Officer to develop and implement detailed plans.

MINUTES

CABINET MEETING: 24 JUNE 2020

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 Rhys Taylor
Councillor Keith Parry
Councillor Adrian Robson

Also:

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

Apologies:

**105 NEW PRIMARY SCHOOL PROVISION TO SERVE PARTS OF
CREIGIAU/ST FAGANS, RADY/MORGANSTOWN AND FAIRWATER**

Cabinet considered a report outlining a proposal to establish a 2FE entry dual stream primary school with nursery provision to serve the early phases of the Plasdŵr development in accordance with the requirements of the School Organisation Code.

The proposal had been subject to consultation and a statutory notice had been published on 26 February 2020. Three objections had been received and details together with the Council's response were contained within the report.

RESOLVED: that

1. the proposals as set out in paragraph 1 of the report be approved without modification
2. officers be authorised to take the appropriate actions to implement the proposals as set out in paragraph 1
3. officers be authorised to publish the decision within 7 days of determination of the proposal
4. approval of any necessary contracts be delegated to the Director of Education and Lifelong Learning in consultation with the Corporate Director Resources & Section 151 Officers, Director of Legal Services and the Cabinet Members for Education, Employment & Skills and Finance, Modernisation and Performance.