

**MINUTES**

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**CABINET MEETING: 18 NOVEMBER 2021**

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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 Adrian Robson  
Councillor Emma Sandrey

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

**45 MINUTES OF THE CABINET MEETING HELD ON 14 OCTOBER 2021**

**RESOLVED:** that the minutes of the meeting held on 14 October were approved

**46 SUSTAINABLE DRAINAGE APPROVAL BODY (SAB) ADOPTION AND  
FUTURE MAINTENANCE OF SUSTAINABLE DRAINAGE (SUDS)  
FEATURES**

The Cabinet received a report seeking approval for the use of commuted maintenance sums (CMS) becoming the preferred maintenance mechanism on new developments following the introduction of the mandatory adoption of Sustainable Drainage Systems (SUDS). It was proposed that the in-house model be adopted. This model required the developer to pay for the long-term maintenance costs which is reflective of the maintenance plan for the lifetime of the SuDS. For consistency it was proposed that these Commuted Sums are calculated based on the industry standard prepared by the County Surveyors Society.

**RESOLVED:** that

1. the mandatory requirement to adopt SuDS features be noted
2. the in-house service model (as described in the report) to manage and maintain these features on all qualifying developments funded by commuted maintenance sums be approved

#### **47 LOCAL AIR QUALITY MANAGEMENT - ANNUAL AIR QUALITY PROGRESS REPORT**

The Cabinet received a report seeking approval to submit the 2021 Cardiff Council (CC) Local Air Quality Management (LAQM) Annual Progress Report (APR), based upon on air quality datasets obtained in 2020 to Welsh Government.

The report also outlined a proposal to undertake a procurement of a 2 year pilot project on a city wide indicative real-time monitoring network using the 20/21 One Planet Funding.

**RESOLVED:** that

1. the monitored results gathered in 2020 be noted and accepted and the 2021 Annual Progress Report (as attached as Appendix 1 to the report) be approved for submission to Welsh Government for approval.
2. authority be delegated to the Director of Planning, Transport & Environment in consultation with the Cabinet Members for Clean Streets, Recycling & Environment and Strategic Planning and Transport, the Section 151 Officer and the Council's Monitoring Officer to determine all aspects of the procurement process for the 2 year pilot project on a city wide real-time monitoring network (including approval of the evaluation criteria and authority to award contracts) and all ancillary matters pertaining to the procurement.

#### **48 OLD LIBRARY AND NORWEGIAN CHURCH UPDATE**

***Appendices 3, 4, 5 and 7 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.***

A report outlining progress in securing the future of the Old Library and Norwegian Church was received. It was proposed that the leasehold for the Old Library be disposed of to the preferred bidder, Royal Welsh College of Music and Drama, noting that the current occupiers Menter Caerydd, Museum of Cardiff and the University of Wales would remain.

It was proposed that the approval be given to transfer the assets of the Norwegian Church Charitable Trust to a new charitable body led by the Welsh Norwegian Society, including transferring the current lease of the Norwegian Church.

**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 leasehold disposal of the property known as The Old Library, Trinity Street marked red on the site plan attached at Appendix 1 to the preferred bidder outlined in this report and in line with the Heads of Terms set out in Confidential Appendix 5.
- b) Transfer the assets of the Norwegian Church Preservation Trust to the Norwegian Church Cardiff Bay Charitable Incorporated Organisation as outlined in this report.
- c) Write off any outstanding debts of the Norwegian Church Preservation Trust in advance of the transfer.
- d) Dissolve the Norwegian Church Preservation Trust once the transfer of assets has taken place.

#### 49 **BUDGET MONITORING MONTH 6 2021/22**

The Cabinet received a report outlining the financial monitoring position for the authority as projected to the end of September 2021 compared with the budget approved in March 2021, including an assessment of the ongoing financial impact arising from the response to the COVID-19 crisis. It was reported that the pandemic continued to have a significant financial impact on the Council through additional expenditure and reduced income.

The overall revenue monitoring position, as at Month 6, reflected a total projected net annual Council overspend of £0.397 million. This included a total directorate net overspend of £3.147 million and a projected overspend of £250,000 in relation to Capital Financing, partially offset by the £3 million general contingency budget.

In relation to the Capital programme, the projected outturn for the year was currently £181.981 million against a total programme of £201.229 million with a variance of £19.248 million, which is predominantly slippage. Expenditure at the end of Month 6 was £51.894 million which represented 29% of the projected outturn, halfway through the financial year, however there are a number of large expenditure items which are subject to progress during the latter part of the year.

#### **RESOLVED:** that

1. the projected revenue financial outturn based on the projected position at Month 6 of the financial year be noted
2. the capital spend and projected position at Month 6 of the financial year be noted

#### 50 **DISABLED ADAPTATIONS (CHANGES TO THE REGULATORY REFORM ORDER**

The Cabinet considered a report outlining proposals to introduce a discretionary grant system as an alternative to mandatory disabled facilities grants. The report noted that disabled adaptations were an essential part of the Council's support for older people and those with disabilities, to assist them to remain independent at home and that the benefit of providing a discretionary grant rather than a mandatory grant is that it

removes the need for a means test and prevents the delay that this can cause to delivering the adaptation.

**RESOLVED:** that

1. Agreement be given be to introduce an alternative discretionary adaptation grant (DAG) that will be an alternative to the mandatory grant system thereby removing the requirement for a means test in relation to the provision of disabled adaptations.
2. authority be delegated to the Director Adults, Housing and Communities, in consultation with the Cabinet Member for Social Care, Health and Wellbeing, the section 151 Officer and Director of Governance and Legal Services, to update the Private Sector Housing Policy under the Regulatory Reform Order in line with this change and other administrative changes.

## 51 **UPDATED GYPSY AND TRAVELLER ACCOMMODATION ASSESSMENT**

The Council was required to undertake a Gypsy and Traveller Accommodation Assessment (GTAA) and to make provision for sites where the assessment identifies an unmet need for Gypsy and Traveller pitches. The first GTAA was approved by Welsh Ministers in 2016 and had now been updated. A total of 122 survey forms were completed and respondents included Gypsy and Travellers living on council operated and private sites, those currently living in bricks and mortar housing and those residing on unauthorised transit sites at the time of the survey. Analysis of these responses identified a total additional need for 115 permanent pitches up to 2036. Of this total additional need 73 permanent pitches were identified as being required in the next 5 years.

**RESOLVED:** that the Gypsy and Traveller Accommodation Assessment be approved for Submission to Welsh Ministers for approval.